

Dr. Carmen Olivas Graham
 Mr. Brian J. Haggerty
 Ms. Bonnie Soria Najera
 Ms. Nina Piña
 Mrs. Belen B. Robles
 Ms. Christina R. Sanchez
 Mr. John E. Uxer, Jr.

MEETING

PUBLIC MEETING OF THE BOARD OF TRUSTEES
 EL PASO COUNTY COMMUNITY COLLEGE DISTRICT

REGULAR

Via Teleconference

DATE: September 29, 2020



Consent Docket

5:00 p.m.

1.0 GENERAL FUNCTIONS

A REGULAR MEETING of the Board of Trustees of the El Paso County Community College District will be held on Tuesday, September 29, 2020, beginning at 5:00 p.m. This meeting will be held by teleconference in light of State and Local emergency directives regarding COVID-19. The teleconference audio can be accessed by dialing toll free number **1-844-621-3956 (Enter Access Code 120 577 2038 please enter # to access the call)** and through an audio feed found at youtube.com/goepcc. Any member of the public wishing to make a comment or question regarding an agenda item can email the comments or questions to the following email address: board-questions@epcc.edu. All backup and related materials for the meeting can be accessed at the following link:

epcc.edu/Administration/BoardOfTrustees

1.1 Call to Order

1.2 Roll Call

1.3 The Board of Trustees may conduct an executive or closed session pursuant to Chapter 551 of the Texas Government Code for one or more of the following reasons:

(1) Consultation with its attorney to seek or receive legal advice or consultation regarding pending or contemplated litigation or for any purpose authorized by law; (2) discussion about the value or transfer of real property; (3) discussion about a prospective gift or donation; (4) consideration of specific personnel matters; (5) discussion about security, personnel or devices; or (6) discussion of certain economic development matters. The Board may also announce that it will go into executive session on any item listed on this agenda if the subject matter is permitted for a closed session by provisions of Chapter 551 of the Texas Government Code. Any vote regarding these items shall be taken in open session.

Present ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐
 Not Present ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐

☐

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7.0 STUDENT SERVICES

Consent Docket

	<p>Dr. Carmen Olivas Graham</p> <p>Mr. Brian J. Haggerty</p> <p>Ms. Bonnie Soria Najera</p> <p>Ms. Nina Piña</p> <p>Mrs. Belen B. Robles</p> <p>Ms. Christina R. Sanchez</p> <p>Mr. John E. Uxer, Jr.</p>
<p>8.0 COMMUNITY SERVICES</p>	
	<p>Consent Docket</p>

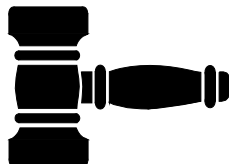
EL PASO COUNTY COMMUNITY COLLEGE DISTRICT

**BOARD OF TRUSTEES
MINUTES**

July 29, 2020

REGULAR

**REGULAR
September 29, 2020
Exhibit 1.4**



2
MEETING
MINUTES

PUBLIC MEETING OF THE BOARD OF TRUSTEES
EL PASO COUNTY COMMUNITY COLLEGE DISTRICT

REGULAR

Via Teleconference

DATE: July 29, 2020



Consent Docket

5:30 p.m.

Dr. Carmen Olivas Graham
Mr. Brian J. Haggerty
Ms. Bonnie Soria Najera
Ms. Nina Piña
Mrs. Belen B. Robles
Ms. Christina R. Sanchez
Mr. John E. Uxer, Jr.

1.0 GENERAL FUNCTIONS

A REGULAR MEETING of the Board of Trustees of the El Paso County Community College District will be held on Wednesday, July 29, 2020, beginning at 5:30 p.m. This meeting will be held by teleconference in light of State and Local emergency directives regarding COVID-19. The teleconference audio can be accessed by dialing toll free number **1-855-797-9485 (Enter Access Code 145 019 6172 to access the call)** and through an audio feed found at youtube.com/goepcc. Any member of the public wishing to make a comment or question regarding an agenda item can email the comments or questions to the following email address: board-questions@epcc.edu. All backup and related materials for the meeting can be accessed at the following link:

epcc.edu/Administration/BoardOfTrustees

1.1 Call to Order- The meeting was called to order at 5:30 p.m. by Board Chair Brian Haggerty.

Present ☒ ☒ ☒ ☒ ☒ ☒ ☒
Not Present ☐ ☐ ☐ ☐ ☐ ☐ ☐

1.2 Roll Call - All members of the Board of Trustees were present. ☐

1.3 Consultation with its attorney to seek or receive legal advice or consultation regarding pending or contemplated litigation or for any purpose authorized by law; (2) discussion about the value or transfer of real property; (3) discussion about a prospective gift or donation; (4) consideration of specific personnel matters; (5) discussion about security, personnel or devices; or (6) discussion of certain economic development matters. The Board may also announce that it will go into executive session on any item listed on this agenda if the subject matter is permitted for a closed session by provisions of Chapter 551 of the Texas Government Code. Any vote regarding these items shall be taken in open session

[illegible]

Discuss with legal counsel the proposed agreement and all necessary applications for the sale of the College's EBS spectrum license to SoniqWave Networks, in accordance with Texas Government Code, Section 551.071.

June 25, 2020 – Regular

Motion to approve was made by Vice Chair Carmen Graham and seconded by Secretary Belen Robles. Motion to approve passed.

Pages 17-40

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1.6 Open Forum

The El Paso Community College By-laws limit individual presentations for any individual to three minutes – Section 1.5031.

Ms. Emma Hernandez informed the Trustees of her concerns regarding the new policy change of one-year contracts. She commented that the El Paso Community College employees worked hard to get multi-year contracts, due process, policies addressing dismissals, as well as benefits that the employees are enjoying to date. Ms. Hernandez proposed a clause that anyone on the two-year contracts remain on it and anyone hired after September 1, 2020 go on a one-year contract to include Administrators, Professional, Classified, Technical Skills, Police and Faculty.

1.7 Presentations by Individuals, Groups, and Organizations:

1.7.1 Dr. William Serrata, College President, will recognize individuals who have retired from the College District.

Dr. Serrata recognized the following retirees: Ms. Sonja Rosales, Cosmetology Instructor for 19 years, and Ms. Gertrude Muro, ESOL Instructor for 36 years.

1.7.2 Optional written reports submitted by the presidents of the Classified Staff Association, the Professional Staff Association, the Faculty Association, and the Student Government Association will be read at this time.

Ms. Laura Gaither (President, Classified Staff

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Association) extended sympathy to all affected by the August 3, 2019 mass shooting in El Paso on behalf of CSA. She thanked EPCC police officers for their service, and who assisted at the scene that day.

Ms. Gaither also thanked all the employees for their hard work and efforts to support our college mission as we continue to do our jobs remotely.

Ms. Gaither asked the Board to reconsider the policy change of employee contracts, which went from two-year to one-year contracts. The Classified Staff Association council received more than one hundred and fifty signatures on the petition in favor of keeping two-year contracts.

Mr. Rudy Hernandez (President, Faculty Association) thanked Ms. Rebekah Bell, (former Faculty Association President) for her service. He informed the Trustees that faculty have worked hard with administration to implement certain changes that needed to be made. He also thanked the Administration for allowing faculty to take a closer look at the changes being made. Mr. Hernandez concluded his presentation by thanking the Trustees for allowing him to express faculty members' concerns.

Mr. Alex Rodriguez (President, Student Government Association) thanked everyone for their hard work during the COVID-19 pandemic. He stated that the Association surveyed students regarding how the students feel about returning to Fall classes. Mr. Rodriguez informed the Trustees that SGA held surveys, and mentioned that 71.7% of students

Mr. Rodriguez reported that SGA collaborated with Student Leadership and Campus Life to host a forum called "Your Vote: Why It Matters," with faculty, staff, local elected officials including Texas Representative Art Fierro and EPCC Trustee Christina Sanchez, and reported that they had a total of 119 viewers on Facebook. He also informed the Trustees that SGA hosted their first ever SGA and Student Organizational Council Online Awards Program, and they were able to award 19 scholarships for \$750 each.

1.9 Board of Trustees Business

- Motion was made by Mr. Haggerty and seconded by Dr. Graham to discuss item 1.9.1 during executive session. Motion passed.**

	X					
X						
X	X	X	X	X	X	X

**Minutes
Regular
July 29, 2020
Page 5**

	X					
X						
X	X	X	X	X	X	X

1.9.2 Discuss and take possible action to approve the EPCC employment agreements for the 2020-2021 academic year.

Item 1.9.2 was addressed after item 1.9.1 upon reconvening from executive session.

Ms. Sanchez commented that the employment agreements are being moved to one-year agreements to be in lockstep with the rest of the State and the other community colleges.

Motion to approve was made by Dr. Graham and seconded by Mrs. Robles. Motion passed.

X						
				X		
X	X	X	X	X	X	X

1.9.3 Discussion and action to approve resolution regarding the donation of certain personal protective equipment to the El Paso Psychiatric Center.

Motion to approve was made by Dr. Graham and seconded by Mrs. Robles. Motion passed.

X						
				X		
X	X	X	X	X	X	X

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1.10 Board Reports

1.10.1 Treasurer's Report

June 30, 2020

No action is necessary.

1.10.2 President's Report

1.10.2.1 Dr. William Serrata, College President, will update the Board of Trustees and audience on recent events that have transpired at the College to include an update on the COVID-19 pandemic and appropriate actions taken.

Dr. Serrata reported to the Board of Trustees that since the last meeting, he had participated in over 90 virtual meetings and calls at the local, state and national level. He commented that he is honored to represent EPCC as Chair of the American Association of Community Colleges.

Dr. Serrata congratulated Trustee Christina Sanchez for being named this year's "Outstanding Government Attorney" by the El Paso Bar Association.

Dr. Serrata provided information on a major purchase that the College acquired from the CARES Act Institutional Fund. He commented that he approved the purchase of 500 T-Mobile Hotspots totaling \$178,500; 150 - 13" Latitude 7310 laptops totaling \$149,850; 500 of the 13" Latitude 3310 student laptops totaling \$378,000; 611 of the 14" Latitude 7410 laptops totaling \$593,832.94; and 42 of the 15" Precision 5550 laptops totaling \$79,133.38. The grand total for

Exhibit 1.10.1

Pages 43-69

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1,303 Laptops and 500 Hotspots came to \$1,380,316.32.

Dr. Serrata informed the Trustees that he sent employees, students and the campus community an update on the institution's plans for fall and for a safe return to campus. He commented that safety protocols, including social distancing, use of face coverings, increased cleaning and disinfecting along with other measures, will be implemented.

Dr. Serrata stated that the EPCC Service Learning Program, in partnership with the El Paso Community Foundation, provided 1,200 students with backpacks that included school supplies and EPCC promotional items. He mentioned that following CDC guidelines they worked collaboratively with administrators and counselors from 14 schools in 7 districts to deliver the backpacks before the start of the fall academic year.

Dr. Serrata gave an update on how the Distance Learning Support Services (DLSS) department provided our faculty with training opportunities for online instruction. He mentioned that 56 faculty members completed Blackboard Ultra Certification, and another 84 are currently enrolled. He commented that the DLSS department is offering a Blackboard Fall Prep Training Series, and 42 sessions have been held to help prepare faculty to teach online and hybrid courses this fall. He also commented that the Early Alert First-Year Experience Department established a First-Year Experience Virtual Center, and mentioned that from April through June, the Early Alert team provided

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4,154 virtual academic advising sessions and 11,104 outreach contacts via email or phone.

Dr. Serrata informed the Trustees on the “I Chose EPCC Because”, a marketing campaign for students by students. Students show their EPCC pride by submitting a selfie wearing their “I Love EPCC” t-shirt and state why they chose EPCC. He commented that more than 50 students of all ages, majors and academic goals have been showcased. He mentioned that the Marketing and External Relations department created a team of Student Social Media Ambassadors from Student Technology Services who are assisting in developing social media content and responding to student inquiries on social media. He informed the Trustees that this team of students have responded to hundreds of online inquiries directing students to services and answering questions about what it is like to be an EPCC student.

Dr. Serrata reported that throughout the pandemic, our students, faculty and programs have volunteered thousands of hours on projects and efforts that are making a difference, which are being promoted by Marketing and External Relations as “EPCC Cares.” He provided examples of the efforts, which include: Chefs Share, a program that allows students to complete program objectives and addresses the food insecurity needs of EPCC students who receive meals made by students and delivered by the chefs; EPCC’s Service Learning Program distributed 1,200 backpacks of school supplies to elementary school students; and EPCC partnered with UTEP, Texas Tech, NMSU, and DACC in “United to Save Lives,” which is a blood donation outreach effort with Vitalent

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Blood Services. Other efforts include: awarding seven scholarships to women to help them reach their academic goals from EPCC's Association of Women in Community Colleges, EPCC's Social Work Club created clear masks to help increase communications for the deaf community, and the Foundation established the StayStrong EPCC Student Emergency Fund, which are donations to help students with small grants for basic emergency situations.

Dr. Serrata informed the Trustees of significant accomplishments made by students at EPCC. He mentioned that four EPCC dance graduates were awarded scholarships to continue their dance education at UTEP. He also commented that EPCC Dual Credit students were Top 10 finalists in the virtual Health Occupation Students of America (HOSA) International Competition, and the EPCC Men's Half Marathon Team were announced by the NJCAA as the Top Academic Team in the nation for the third year in a row with an average 3.68 GPA. In addition, 14 athletes from all EPCC sports made the NJCAA 1st Team All American list.

Dr. Serrata informed the Trustees of activities that help keep the students connected and supported which included: a Career and Transfer Services Virtual Job Fair, Student Government and Campus Life had a virtual presentation and discussion called "Tejanos Against Hunger and Homelessness," where students shared their thoughts and learned about the link between nutrition, mental health and student performance, the Northwest ECHS held "Chica Code Camp," a virtually instructed program that focused on teaching girls to code, and the Veterans Resource Center offered a

Dr. Serrata concluded his report by updating the Trustees on a plan to return to campus for staff. He commented that the data did not support 25% of staff returning on-site at this time, as he mentioned the June 2020 Board Meeting. He proposed to the Trustees that Phase 1 (25%) of staff returning to campus begin on September 8, 2020, if the data supports it at that time.

X						
				X		
X	X	X	X	X	X	X

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Motion to approve was made by Dr. Graham and seconded by Mrs. Robles.

☐

X						
				X		
X	X	X	X	X	X	X

Resource Person: *Josette Shaughnessy*

Exhibit 2.1.1
Pages 70-82

	Dr. Carmen Olivas Graham	Mr. Brian J. Haggerty	Ms. Bonnie Soria Najera	Ms. Nina Piña	Mrs. Belen B. Robles	Ms. Christina R. Sanchez	Mr. John E. Uxer, Jr.			Consent Docket	
Motion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2.1.2	The following policy is presented for first reading and possible final approval:	<input type="checkbox"/>	Exhibit 2.1.2
Second	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Ayes	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>				
Nays	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3.07.01	Administrator		Pages 83-85
Abstain	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Resource Person: Josette Shaughnessy		
									Motion to approve items 2.1.2 through 2.1.6 was made by Dr. Graham and seconded by Mrs. Robles. Motion passed.		
Motion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2.1.3	The following policy is presented for first reading and possible final approval:	<input type="checkbox"/>	Exhibit 2.1.3
Second	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Ayes	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	3.07.02	Faculty		Pages 86-92a
Nays	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Resource Persons: Josette Shaughnessy Steven Smith		
Abstain	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Item passed.		
Motion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2.1.4	The following policy is presented for first reading and possible final approval:	<input type="checkbox"/>	Exhibit 2.1.4
Second	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Ayes	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	3.07.03	Professional Staff		Pages 93-97
Nays	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Resource Person: Josette Shaughnessy		
Abstain	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Item passed.		
Motion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2.1.5	The following policy is presented for first reading and possible final approval:	<input type="checkbox"/>	Exhibit 2.1.5
Second	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Ayes	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	3.07.04	Classified Staff		Pages 98-101
Nays	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Resource Person: Josette Shaughnessy		
Abstain	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Item passed.		

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							3.0 PERSONNEL		Consent Docket	
	Dr. Carmen Olivas Graham	Mr. Brian J. Haggerty	Ms. Bonnie Soria Najera	Ms. Nina Piña	Mrs. Belen B. Robles	Ms. Christina R. Sanchez	Mr. John E. Uxer, Jr.			
Motion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3.1 Discussion and action to approve full-time staff and faculty recruited in positions funded by the institutional budget.	<input type="checkbox"/>	Exhibit 3.1
Second	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			Pages 109-110
Ayes	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			
Nays	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Motion to approve was made by Dr. Graham and seconded by Mrs. Robles. Motion passed.		
Abstain	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Motion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3.2 Discussion and action to approve full-time staff and faculty recruited in positions funded by grants and/or contracts.	<input checked="" type="checkbox"/>	Exhibit 3.2
Second	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			Page 111
Ayes	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			
Nays	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Item 3.2 was included in the consent docket. Item passed.		
Abstain	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Motion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3.3 Information items – Resignations and retirements	<input type="checkbox"/>	Exhibit 3.3
Second	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No action required		Page 112
Ayes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Nays	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Abstain	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			

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	Dr. Carmen Olivas Graham		
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5.0 PHYSICAL FACILITIES			
		Consent Docket	

Motion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5.1 Discussion and action on the approval to award a contract to Del Mar Contracting, Inc. for the replacement of the existing pavement on Deportes Lane at the Valle Verde Campus in an amount not to exceed \$297,715.	<input type="checkbox"/>	Exhibit 5.1
Second	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			Pages 116-120
Ayes	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			
Nays	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Abstain	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
<p><i>Note: To request approval to award a contract to Del Mar Contracting, Inc. for the replacement of the existing Deportes Lane at the Valle Verde Campus. Approximately 730 linear feet (42,500 square feet) of this road will be replaced. Funding is provided by the VV Road Repairs - GYM account.</i></p> <p>Resource Person: Josette Shaughnessy</p> <p>Motion to approve items 5.1 and 5.2 was made by Dr. Graham and seconded by Mrs. Robles. Motion passed.</p>											
Motion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5.2 Discussion and action on the approval to award a contract to Contract Associates of El Paso, LLC to purchase classroom furniture for the Mission del Paso Campus in an amount not to exceed \$86,480.	<input type="checkbox"/>	Exhibit 5.2
Second	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			Page 121
Ayes	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			
Nays	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Abstain	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
<p><i>Note: This purchase will allow for the replacement of old/outdated classroom furniture in three (3) classrooms and two (2) computer laboratories at Mission del Paso Campus. Funding is provided by the Furniture Replacement budget.</i></p> <p>Resource Person: Josette Shaughnessy</p> <p>Item passed.</p>											

[illegible]

[illegible]

[illegible]

[illegible]

[illegible]

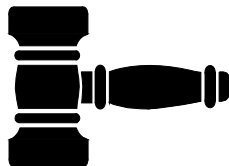
EL PASO COUNTY COMMUNITY COLLEGE DISTRICT

**BOARD OF TRUSTEES
MINUTES**

August 25, 2020

SPECIAL

**REGULAR
September 29, 2020
Exhibit 1.4**



El Paso Community College
Board of Trustees
Facilities & Finance Committee Meeting



MINUTES

Via Teleconference

August 25, 2020 – 4:00 p.m.

1) General Functions

A Facilities and Finance Committee Meeting of the Board of Trustees of the El Paso County Community College District will be held on Tuesday, August 25, 2020, beginning at 4:00 p.m. This meeting will be held by teleconference in light of State and Local emergency directives regarding COVID-19. The teleconference audio can be accessed by dialing toll free number **1-855-797-9485 (Enter Access Code 145 746 2256 to access call and when requested enter #)** and through an audio feed found at youtube.com/goepcc. Any member of the public wishing to make a comment or question regarding an agenda item can email the comments or questions to the following email address: board-questions@epcc.edu. All backup and related materials for the meeting can be accessed at the following link: epcc.edu/Administration/BoardOfTrustees

2) Welcome and Call to Order- The meeting was called to order at 4:00 p.m. by Board Chair Brian Haggerty.

3) Roll Call- Board Members present included: Mr. Haggerty, Vice Chair Carmen Olivas Graham, Secretary Belen Robles, Ms. Bonnie Najera, Ms. Nina Piña, and Mr. John Uxer. Trustee Christina Sanchez was not present.

4) Public Comment – *(The El Paso Community College By-laws limit individual presentations for any individual to three minutes – Section 1.6031.) No comment.*

5) Discussion Items

5.1) Mr. Paulo Peres, (Program Manager, ECM) will provide an update briefing on the progress of the Combined Fee Revenue Improvement Bonds, Series 2016 program. The briefing items will include but are not limited to: a general update including schedule and budget for all six projects, as well as an overall Bond schedule and budget update.

Mr. Peres updated the Trustees on the Mission del Paso project and commented that the project's substantial completion date was moved from August 15, 2020, to September 3, 2020. He informed the Trustees that the monumental stairs are almost completed and mentioned that the stairs needed to be sanded down and stained. Mr. Peres informed the Trustees that the landscaping which includes the rock pond is almost complete and that the landscaping areas would be done by September 3, 2020.

He reported that the Rio Grande project is making steady progress, with consistent manpower. Mr. Peres informed the Trustees that the concrete shear walls and columns are completed. He also informed the Trustees that the last section of this project's mechanical room was completed on August 22, 2020. He updated the Trustees on the progress of Elevator A, which faces Montana, and commented that the installation is almost complete. He reported that the substantial completion date will not change and will be December 14, 2020.

Mr. Peres briefed the Trustees on the Valle Verde project and mentioned that the quality of the project is incredible. He commented that the project is totaling about \$255 a square foot, but in his opinion,

the building is worth about \$355 a square foot. He informed the Trustees that the landscaping will be completed in September 2020 so that the trees may be planted in the appropriate weather. Mr. Peres commented that the trees do have warranty to replace them in case the trees become damaged, but it is better for them not to be planted in the extreme heat. Mr. Peres informed the Trustees that the furniture, computers, and equipment for the Valle Verde project would be installed in October 2020. He stated that the substantial completion date is scheduled for December 7, 2020. He commented that the climatization of the building has been rescheduled from August 21, 2020 to September 1, 2020.

Dr. Graham recommended a virtual tour of the new campuses to share with our community and Mr. Mel Herrera, ECM President, agreed and stated they would begin working on that.

Mr. Peres gave a safety update, and mentioned that there was a minor incident at the Rio Grande campus, which had the worker on light duty for one week.

Mr. Peres gave an update on the Overall Bond Budget, and commented that there has not been any major changes.

6) The Board of Trustees may conduct an executive or closed session pursuant to Chapter 551 of the Texas Government Code for one or more of the following reasons:

(1) Consultation with its attorney to seek or receive legal advice or consultation regarding pending or contemplated litigation or for any purpose authorized by law; (2) discussion about the value or transfer of real property; (3) discussion about a prospective gift or donation; (4) consideration of specific personnel matters; (5) discussion about security, personnel or devices; or (6) discussion of certain economic development matters. The Board may also announce that it will go into executive session on any item listed on this agenda if the subject matter is permitted for a closed session by provisions of Chapter 551 of the Texas Government Code. Any vote regarding these items shall be taken in open session.

7) Adjournment

Motion to adjourn was made by Dr. Graham and seconded by Mrs. Robles. Meeting was adjourned at 4:29 p.m. by unanimous consent.

EL PASO COUNTY COMMUNITY COLLEGE DISTRICT

**BOARD OF TRUSTEES
MINUTES**

August 25, 2020

REGULAR

**REGULAR
September 29, 2020
Exhibit 1.4**



PUBLIC MEETING OF THE BOARD OF TRUSTEES
EL PASO COUNTY COMMUNITY COLLEGE DISTRICT

REGULAR

Via Teleconference

DATE: August 25, 2020



Consent Docket

5:00 p.m.

Dr. Carmen Olivas Graham
Mr. Brian J. Haggerty
Ms. Bonnie Soria Najera
Ms. Nina Piña
Mrs. Belen B. Robles
Ms. Christina R. Sanchez
Mr. John E. Uxer, Jr.

1.0 GENERAL FUNCTIONS

A REGULAR MEETING of the Board of Trustees of the El Paso County Community College District will be held on **Tuesday, August 25, 2020, beginning at 5:00 p.m.** This meeting will be held by teleconference in light of State and Local emergency directives regarding COVID-19. The teleconference audio can be accessed by dialing toll free number **1-855-797-9485 (Enter Access Code 145 555 6603 to access the call)** and through an audio feed found at youtube.com/goepcc. Any member of the public wishing to make a comment or question regarding an agenda item can email the comments or questions to the following email address: board-questions@epcc.edu. All backup and related materials for the meeting can be accessed at the following link:

epcc.edu/Administration/BoardOfTrustees

1.1 Call to Order- The meeting was called to order at 5:00 p.m. by Board Chair Brian Haggerty.

1.2 Roll Call- All Board members were present with the exception of Trustee Christina Sanchez.

1.3 The Board of Trustees may conduct an executive or closed session pursuant to Chapter 551 of the Texas Government Code for one or more of the following reasons:

(1) Consultation with its attorney to seek or receive legal advice or consultation regarding pending or contemplated litigation or for any purpose authorized by law; (2) discussion about the value or transfer of real property; (3) discussion about a prospective gift or donation; (4) consideration of specific personnel matters; (5) discussion about security, personnel or devices; or (6) discussion of certain economic development matters. The Board may also announce that it will go into executive session on any item listed on this agenda if the subject matter is permitted for a closed session by provisions of Chapter 551 of the Texas Government Code. Any vote regarding these items shall be taken in open session.

Present
Not Present

<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

☐

Discussion regarding the negotiation for the College to purchase from Frank Financial Partners, L.P. an approximately 13.143-acre tract of real estate located northeast of the Mission del Paso campus and adjacent to the east side of the driveway entrance, pursuant to Section 551.072 of the Texas Government Code.

1.5 Welcome to Guests and Staff Members- Mr. Haggerty welcomed all guests and staff members to the meeting.

The El Paso Community College By-laws limit individual presentations for any individual to three minutes – Section 1.5031.

1.7.1 Dr. William Serrata, College President, will recognize individuals who have retired from the College District.

**Minutes
Regular
August 25, 2020
Page 2**

Dr. Carmen Olivas Graham
 Mr. Brian J. Haggerty
 Ms. Bonnie Soria Najera
 Ms. Nina Piña
 Mrs. Belen B. Robles
 Ms. Christina R. Sanchez
 Mr. John E. Uxer, Jr.

Consent Docket

Ms. Irene Escalante, Administrative Office Assistant for 40 years, Ms. Silvia Sustaita, ISC Technician for 43 years, Ms. Donaciana Ramirez, ISC Technician for 43 years, and Mr. James Gonzales, English Instructor for 46 years.

- 1.7.2 Optional written reports submitted by the presidents of the Classified Staff Association, the Professional Staff Association, the Faculty Association, and the Student Government Association will be read at this time.

Mr. Rudy Hernandez (President, Faculty Association) thanked the faculty at EPCC for doing a good job. Mr. Hernandez shared a story of a young lady who began her education at EPCC and is now a faculty member at Texas Tech Medical School teaching immunotherapy. He noted that the young lady is his daughter. Mr. Hernandez thanked the Trustees and Administration for past benefits that have been provided to the faculty before the current challenges that the College is faced with.

Ms. Arlene Alarcon (President, Professional Staff Association) informed the Trustees of current initiatives: Humanitarian Outreach Fund, Keep El Paso Warm, Educational Assistance, Fundraisers, and the Rights and Responsibility Committee. She informed the Trustees of the new PSA officers which include: Ms. Grace Erives, President, Ms. Emma Hernandez, Treasurer, and Ms. Sabrina Campbell, Secretary. Ms. Alarcon thanked the Trustees and Dr. Serrata for their continued support on PSA initiatives.

1.9 Board of Trustees Business

1.9.1 Discussion and possible action regarding lawsuit styled, *Rhonda Brown v. El Paso County Community College District*, Cause Number 2020-DCV-1845, in the County Court at Law Number Three of El Paso County, Texas.

☐ **No Exhibit**

Item 1.9.1 was addressed upon reconvening from executive session.

1.9.2 Discussion and action to authorize the President to execute all necessary contracts for the College to purchase from Frank Financial Partners, L.P. an approximately 13.143-acre tract of real estate located northeast of the Mission del Paso campus and adjacent to the east side of the driveway entrance.

☐ **No Exhibit**

Item 1.9.2 was addressed after item 1.9.1 upon reconvening from executive session.

**Minutes
Regular
August 25, 2020
Page 4**

Consent Docket

Motion
Second
Ayes
Nays
Abstain

[illegible]

1.9.3 Discussion and action regarding changing the Board of Trustees' Meeting dates for the period of September through December 2020.

Motion to approve holding the Regular Board Meeting on the last Tuesday of the month was made by Mrs. Robles and seconded by Dr. Graham.

Note: The Regular Board Meetings will be held on the last Tuesday of the month instead of Wednesday. Motion passed.

1.10 Board Reports

1.10.1 Treasurer's Report

July 31, 2020

No action is necessary.

1.10.2 President's Report

1.10.2.1 Dr. William Serrata, College President, will update the Board of Trustees and audience on recent events that have transpired at the College to include an update on the COVID-19 pandemic and appropriate actions taken.

Dr. Serrata stated that he had participated in over 80 virtual meetings and/or calls since the last Board Meeting on June 25th, and attended four state-wide transfer meetings as appointed by Texas Higher Education Commissioner Harrison Keller. Dr.

☐ **No Exhibit**

Exhibit 1.10.1

Pages 1-27

[illegible]

								Serrata mentioned that he had attended eight meetings of the Texas Association of Community Colleges and participated in the greater Texas Foundation Postsecondary Research Virtual Summit.	
								Dr. Serrata informed the Trustees on a major purchase that the College recently acquired. He mentioned that up to date he had approved 150 Decision Tree Laptops, 1,303 Dell Laptops, and 500 hotspots that totaled \$2,262,291.69.	
								Dr. Serrata commented that the Safe Campus Taskforce has taken diligent steps to ensure the well-being of individuals on campus as well as having plans in place to address any possible exposures. He commented that safety protocols, such as social distancing, the use of face coverings, increased cleaning and disinfecting, and other measures will be implemented. He mentioned that the progression of COVID-19 in our community will be monitored carefully and safety practices will be adjusted for on-site classes as necessary.	
Motion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1.11 Consent Docket	<input type="checkbox"/>
Second	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Ayes	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Note: Includes item 3.2	
Nays	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Abstain	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Motion to approve was made by Dr. Graham and seconded by Mrs. Robles. Motion passed.	

[illegible]

3.0 PERSONNEL							Consent Docket
	Dr. Carmen Olivas Graham	Mr. Brian J. Haggerty	Ms. Bonnie Soria Najera	Ms. Nina Piña	Mrs. Belen B. Robles	Ms. Christina R. Sanchez	Mr. John E. Uxer, Jr.
Motion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Second	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ayes	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Nays	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Abstain	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.1 Discussion and action to approve full-time staff and faculty recruited in positions funded by the institutional budget.							<input type="checkbox"/> Exhibit 3.1
Motion to approve was made by Dr. Graham and seconded by Mrs. Robles. Motion passed.							Pages 31-34
Motion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Second	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ayes	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Nays	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Abstain	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.2 Discussion and action to approve full-time staff and faculty recruited in positions funded by grants and/or contracts.							<input checked="" type="checkbox"/> Exhibit 3.2
Item 3.2 was included in the consent docket. Item passed.							Pages 35-36
Motion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Second	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ayes	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Nays	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Abstain	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.3 Discussion and action on the appointment of new Tenured Faculty, reappointment of continuing Probationary Faculty and authorization for the President to enter into written employment contracts and contract addenda for the 2020-2021 academic year with Tenured and Probationary Faculty members.							<input type="checkbox"/> Exhibit 3.3
Motion to approve was made by Dr. Graham and seconded by Mrs. Robles. Motion passed. <i>(Note: Trustee Bonnie Soria Najera was not present for the vote on this item.)</i>							Pages 37-39
Motion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Second	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ayes	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Nays	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Abstain	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.4 Discussion and action of the reappointment of continuing regular Classified Staff, Professional Staff, and Administrative Staff and authorization for the President to enter into written employment agreements effective September 1, 2020, with the employees listed.							<input type="checkbox"/> Exhibit 3.4
Motion to approve was made by Mrs. Robles and seconded by Dr. Graham. Motion passed.							Pages 40-58
							Minutes Regular August 25, 2020 Page 8

							3.0 PERSONNEL		Consent Docket	
	Dr. Carmen Olivas Graham									
	Mr. Brian J. Haggerty									
	Ms. Bonnie Soria Najera									
	Ms. Nina Piña									
	Mrs. Belen B. Robles									
	Ms. Christina R. Sanchez									
	Mr. John E. Uxer, Jr.									
							3.5 Authorization for the President to employ part-time faculty and staff for the 2020-2021 fiscal year.		<input type="checkbox"/>	No Exhibit
Motion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Motion to approve was made by Dr. Graham and seconded by Mrs. Robles. Motion passed.			
Second	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>				
Ayes	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>				
Nays	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Abstain	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
							3.6 Information items – Resignations and retirements No action necessary		<input type="checkbox"/>	Exhibit 3.6 Pages 59-60
Motion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Second	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Ayes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Nays	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Abstain	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				

	Dr. Carmen Olivas Graham		
	Mr. Brian J. Haggerty		
	Ms. Bonnie Soria Najera		
	Ms. Nina Piña		
	Mrs. Belen B. Robles		
	Ms. Christina R. Sanchez		
	Mr. John E. Uxer, Jr.		
4.0 FINANCIAL SERVICES			
		Consent Docket	

Motion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	4.1 Discussion and action on the approval of a contract award to USI Southwest, Inc. for commercial property and inland marine, automobile, crime, crisis management, general, umbrella, law enforcement, cyber security, school board legal liability, and employment practices liability insurance in an amount not to exceed \$799,272.	<input type="checkbox"/>	Exhibit 4.1
Second	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			Pages 61-63
Ayes	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>			
Nays	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Abstain	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
<p><i>Note: To request approval of a one (1) year contract award for district-wide insurance for the period of September 1, 2020 through August 31, 2021. Funding is provided by the Insurance Property account.</i></p> <p>Resource Person: Josette Shaughnessy</p> <p>Motion to approve was made by Dr. Graham and seconded by Mrs. Robles. Motion passed.</p>												
Motion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	4.2 Discussion and action on the sole source procurement of advertising services from various radio stations for fiscal year 2020-2021 in an amount not to exceed \$200,000 (annual aggregate).	<input type="checkbox"/>	Exhibit 4.2
Second	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			Pages 64-73
Ayes	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			
Nays	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Abstain	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
<p><i>Note: Approval to award contracts for College advertising to various radio stations for fiscal year 2020-2021. Funding is provided by the Marketing & Community Relations budget and other College departments.</i></p> <p>Resource Person: Keri Moe</p> <p>Motion to approve items 4.2, 4.3, 4.4, and 4.5 was made by Trustee John Uxer and seconded by Ms. Najera. Motion passed.</p>												

[illegible]

Dr. Carmen Olivas Graham
Mr. Brian J. Haggerty
Ms. Bonnie Soria Najera
Ms. Nina Piña
Mrs. Belen B. Robles
Ms. Christina R. Sanchez
Mr. John E. Uxer, Jr.

4.0 FINANCIAL SERVICES

Consent Docket

Motion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	4.5 Discussion and action on the sole source procurement of outdoor billboard advertising services from Clear Channel Outdoor for fiscal year 2020-2021 in an amount not to exceed \$100,000 (annual aggregate).	<input type="checkbox"/> Exhibit 4.5	
Second	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			Pages 92-96
Ayes	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>			
Nays	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Abstain	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
								<i>Note: Approval to award a contract for outdoor advertising to Clear Channel Outdoor for fiscal year 2020-2021. Funding is provided by the Marketing & Community Relations budget and other College departments.</i>		
								Resource Person: Keri Moe		
								Item passed.		
Motion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	4.6 Discussion and action on the approval to award a contract with Spectrum Paper Co., Inc. to provide copy paper to the Instructional Service Centers and Academic Computing Services Labs for the fiscal year 2020-2021 in an amount not to exceed \$95,000.	<input type="checkbox"/> Exhibit 4.6	
Second	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			Page 97
Ayes	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>			
Nays	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Abstain	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
								<i>Note: To approve a contract award for the purchase of copy paper for each one of the five (5) Instructional Service Centers (ISCs) and the six (6) Academic Computing Services (ACS) Labs for the fiscal year 2020- 2021.</i>		
								Resource Persons: Jenny Girón Josette Shaughnessy		
								Motion to approve was made by Dr. Graham and seconded by Mrs. Robles. Motion passed.		

	Dr. Carmen Olivas Graham		
	Mr. Brian J. Haggerty		
	Ms. Bonnie Soria Najera		
	Ms. Nina Piña		
	Mrs. Belen B. Robles		
	Ms. Christina R. Sanchez		
	Mr. John E. Uxer, Jr.		
4.0 FINANCIAL SERVICES			
		Consent Docket	

Motion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	4.7 Discussion and action on the acceptance of the 2020 Certified Appraisal Roll with a net taxable value of property within the El Paso County Community College District of \$46,132,957,226, as established by the Central Appraisal District.	<input type="checkbox"/>	Exhibit 4.7
Second	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			Pages 98-101
Ayes	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>			
Nays	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<i>Note: To accept the Certified Appraisal Roll for El Paso County Community College District as prepared by the Central Appraisal District for the 2020 tax year.</i>		
Abstain	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<i>Resource Person: Josette Shaughnessy</i>		
									Motion to approve was made by Dr. Graham and seconded by Mrs. Robles. Motion passed.		
Motion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	4.8 Discussion and action on the adoption of the 2020-2021 fiscal year Operating Budget of \$138,194,721.	<input type="checkbox"/>	Exhibit 4.8
Second	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			Pages 102-103
Ayes	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>Note: To adopt the 2020-2021 fiscal year Operating Budget \$138,194,721 for the El Paso County Community College District.</i>		
Nays	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<i>Resource Person: Josette Shaughnessy</i>		
Abstain	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Motion to approve was made by Dr. Graham and seconded by Mrs. Robles. Motion passed.		

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Exhibit 3.1

Full-Time Institutionally-Funded Actions

Acosta Moreno, Enrique

Campus Life Assistant
 Classified Staff
 Student Leadership & Campus Life
 Temporary Status
 09/01/20 – 08/31/21
 Grade B
 Extension of Appointment

Castillo, Karen

Campus Life Representative
 Professional Staff
 Student Leadership & Campus Life
 Temporary Status
 09/01/20 – 08/31/21
 Grade B
 Extension of Appointment

Aguirre, Rosaly

Clerk
 Classified Staff
 Police Department
 Temporary Status
 09/01/20 – 08/31/21
 Grade A
 Extension of Appointment

Corral, Yadira

Campus Life Representative
 Professional Staff
 Student Leadership & Campus Life
 Temporary Status
 09/01/20 – 08/31/21
 Grade B
 Extension of Appointment

Carreon, Samantha

Student Union Attendant
 Classified Staff
 Student Leadership & Campus Life
 Temporary Status
 09/01/20 – 12/31/20
 Grade A
 Extension of Appointment

Crook, Raina

Student Union Attendant
 Classified Staff
 Student Leadership & Campus Life
 Temporary Status
 09/01/20 – 08/31/21
 Grade A
 Extension of Appointment

CassoLopez, Jose

Program Manager
 Professional Staff
 Center for Corporate & Workforce Training
 Temporary Status
 09/01/20 – 12/31/20
 Grade D
 Extension of Appointment

Del Toro, Clarissa

Clerk
 Classified Staff
 Police Department
 Temporary Status
 09/01/20 – 08/31/21
 Grade A
 Extension of Appointment

Exhibit 3.1

Full-Time Institutionally-Funded Actions

Del Villar, Rocio

Interim Manager, Vehicle Registration
 Professional Staff
 Vehicle Registration
 Temporary Status
 09/01/20 – 08/31/21
 Grade C
 Extension of Appointment

Kitchen, Robbie

Campus Life Representative
 Professional Staff
 Student Leadership & Campus Life
 Temporary Status
 09/01/20 – 08/31/21
 Grade B
 Extension of Appointment

Elliott, Robert

Interim Director, Grants Management
 Administrator
 Grants Management
 Temporary Status
 09/01/20 – 12/31/20
 Grade C
 Extension of Appointment

Sifuentes, Angelica

Grants Specialist
 Classified Staff
 Grants Management
 Temporary Status
 09/01/20 – 12/31/20
 Grade E
 Extension of Appointment

Estrada, Veronica

Administrative Associate
 Classified Staff
 Police Department
 Temporary Status
 09/01/20 – 08/31/21
 Grade E
 Extension of Appointment

Heiney, James

Interim Director, Marketing & Community
 Relations
 Administrator
 Marketing & Community Relations
 Temporary Status
 09/01/20 – 12/31/20
 Grade D
 Extension of Appointment

Exhibit 3.1

Full-Time Institutionally-Funded Actions

The following full-time, temporary Instructors (Lecturers) are extended for the period of 08/17/20 – 05/14/21.

<u>NAME</u>	<u>DISCIPLINE</u>	<u>GRADE</u>
Abdollahy Zarandi, Abdolhossein	Psychology	H
Alvarenga, Jose	Renewable Energy	B
Alvarez, Aaron	Philosophy	C
Ansalmio Carlos, Irma	Nursing	B
Diaz, Kim	Philosophy	H
Erickson-Alvarado, Laura	Speech	E
Espinoza-Schrock, Maria	History	F
Estrada, Hector	Diesel Mechanic	A
Huff, Nancy	Nursing	C
Lagunas Cervantes, Melissa	Nursing	C
Luna, Juan	Computer Aided Drafting	A
Munguia, Aaron	Industrial Manufacturing	B
Munoz-Miramon, Josue	Architecture	C
Newman, Carla	Sociology	E
Rivera, David	Electrical Technology	A
Sanchez, Ernest	Welding Technology	A
Savina, Karla	Economics	C
Stepp, James	Government	C
Truax, Stephen	Welding Technology	B

The following Adult Vocational Instructors are extended for the period of 08/17/20 – 08/13/21.

<u>NAME</u>	<u>DISCIPLINE</u>	<u>GRADE</u>
Cruz, Josephine	Cosmetology	A
Dominguez, Cecilia	Cosmetology	A
Kraften, William	Heating, Ventilation, & Air Conditioning	A
Molina, Laura	Machining	A
Salazar, Barbara	Electrical Technology	A

Exhibit 3.2

Full-Time Externally-Funded Actions

Alvarez, Iliana

Academic Advisor
 Professional Staff
 Early Alert
 Title V Grant
 Temporary Status
 09/01/20 – 09/30/20
 Grade C
 Extension of Appointment

Chacon, Daniel

Procurement Specialist
 Professional Staff
 Contract Opportunities Center
 D.O.D./ D.L.A.
 Temporary Status
 09/01/20 – 12/31/20
 Grade C
 Extension of Appointment

Armendariz, Pablo

Director, Contract Opportunities Center
 Administrator
 Contract Opportunities Center
 D.O.D./ D.L.A.
 Temporary Status
 09/01/20 – 12/31/20
 Grade C
 Extension of Appointment

Chavez, Mary

Center for Students with Disabilities Campus
 Coordinator
 Professional Staff
 Center for Students with Disabilities
 Carl Perkins
 Temporary Status
 09/01/20 – 08/31/21
 Grade C
 Extension of Appointment

Armengol, Graciela

Student Assistant
 Classified Staff
 Student Support Services Program
 U.S.D.E. – S.S.S.P.
 Temporary Status
 09/01/20 – 08/31/21
 Grade D
 Extension of Appointment

Fuentes, Ricci

Academic Advisor
 Professional Staff
 Early Alert
 Title V Grant
 Temporary Status
 09/01/20 – 09/30/20
 Grade C
 Extension of Appointment

Carrillo, Maria

Student Assistant
 Classified Staff
 Student Support Services Program
 U.S.D.E. – S.S.S.P.
 Temporary Status
 09/01/20 – 08/31/21
 Grade D
 Extension of Appointment

Garcia, Mozella

Project Director, STEMGROW Articulation
 Program
 Administrator
 STEMGROW Articulation Program
 STEMGROW Articulation Program
 Temporary Status
 09/01/20 – 09/30/20
 Grade D
 Extension of Appointment

Exhibit 3.2

Full-Time Externally-Funded Actions

Gomez, Carmen

Academic Advisor
 Professional Staff
 Early Alert
 Title V Grant
 Temporary Status
 09/01/20 – 09/30/20
 Grade C
 Extension of Appointment

Mason, Michael

Business Development Advisor
 Professional Staff
 Small Business Development Center
 U.T.S.A. S.B.D.C. S.B.A 2019
 Temporary Status
 10/01/20 – 08/31/21
 Grade E
 Competitive Appointment
 (Replacement Action)

Gomez, Marco

Academic Advisor
 Professional Staff
 Early Alert
 Title V Grant
 Temporary Status
 09/01/20 – 09/30/20
 Grade C
 Extension of Appointment

Mora, Magdalena

Administrative Assistant
 Classified Staff
 Student Support Services Program
 U.S.D.E. – S.S.S.P.
 Temporary Status
 09/01/20 – 08/31/21
 Grade D
 Extension of Appointment

Lopez, Hortencia

Program Student Advisor
 Professional Staff
 Student Support Services Program
 U.S.D.E. – S.S.S.P.
 Temporary Status
 09/01/20 – 08/31/21
 Grade B
 Extension of Appointment

Moreno, Norma

Student Assistant
 Classified Staff
 Student Support Services Program
 U.S.D.E. – S.S.S.P.
 Temporary Status
 09/01/20 – 08/31/21
 Grade D
 Extension of Appointment

Martinez, Crystal

Program Student Advisor
 Professional Staff
 Student Support Services Program
 U.S.D.E. – S.S.S.P.
 Temporary Status
 09/01/20 – 08/31/21
 Grade B
 Extension of Appointment

Munoz, Joseph

Academic Advisor
 Professional Staff
 Early Alert
 Title V Grant
 Temporary Status
 09/01/20 – 09/30/20
 Grade C
 Extension of Appointment

Exhibit 3.2

Full-Time Externally-Funded Actions

Olivas, Elizabeth

Program Student Advisor
 Professional Staff
 Student Support Services Program
 U.S.D.E.- S.S.S.P.
 Temporary Status
 09/01/20 – 08/31/21
 Grade B
 Extension of Appointment

Ruiz, Marie

Academic Advisor
 Professional Staff
 Early Alert
 Title V Grant
 Temporary Status
 09/01/20 – 09/30/20
 Grade C
 Extension of Appointment

Perez, Daisy

Academic Advisor
 Professional Staff
 Early Alert
 Title V Grant
 Temporary Status
 09/01/20 – 09/30/20
 Grade C
 Extension of Appointment

Sanchez, Marcela

Student Assistant
 Classified Staff
 Student Support Services Program
 U.S.D.E. – S.S.S.P.
 Temporary Status
 09/01/20 – 08/31/21
 Grade D
 Extension of Appointment

Perez, Gerard

Center for Students with Disabilities Campus
 Coordinator
 Professional Staff
 Center for Students with Disabilities
 Carl Perkins
 Temporary Status
 09/01/20 – 08/31/21
 Grade C
 Extension of Appointment

Segovia, Juan

Center for Students with Disabilities Campus
 Coordinator
 Professional Staff
 Center for Students with Disabilities
 Carl Perkins
 Temporary Status
 09/01/20 – 08/31/21
 Grade C
 Extension of Appointment

Rodriguez, Carmen

Administrative Assistant
 Classified Staff
 Dual Credit & Early College High School
 Humanities Collaboration- Mellon
 Temporary Status
 09/01/20 – 08/31/21
 Grade D
 Extension of Appointment

Torres, Ana

Administrative Assistant
 Classified Staff
 STEMGROW Articulation Program
 STEMGROW Articulation Program
 Temporary Status
 09/01/20 – 09/30/20
 Grade D
 Extension of Appointment

Exhibit 3.2

Full-Time Externally-Funded Actions

Velasco, Cynthia

Manager, Student Support Services Program

Professional Staff

Student Support Services Program

U.S.D.E. – S.S.S.P.

Temporary Status

09/01/20 – 08/31/21

Grade D

Extension of Appointment

Exhibit 3.3
Information Items
(No Action Required)

Resignations:

Gamboa, Jose

Student Union Attendant
Student Leadership & Campus Life
08/31/20

Juliano, Lisa

Instructor
Mathematics
08/31/20

Terrazas, Aracely

Administrative Office Assistant
Dean, Architecture, Arts, Math, & Science
09/11/20

Retirements:

Archuleta, Jesus

Senior Painter
Physical Plant
08/31/20

Mitchell, Jacqueline

Instructor
Art
08/31/20

Montero, Ernesto

Senior Programmer Analyst
Information Technology, Applications, &
Analytics
09/30/20

Nunez, Angelina

Instructor
Developmental English
08/31/20

Ramirez, Carina

Instructor
English as a Second Language
08/31/20

Vise, Ruth

Instructor
English
08/31/20

FINANCIAL SERVICES ABSTRACT

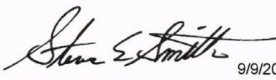
Item(s) to be Considered:		Discussion and action to amend the approval of the contract award to USI Southwest, Inc. regarding the optional extended reporting period endorsement.	
Requestor:	Ruben Gallardo	Area Responsible:	Purchasing & Contract Management
Resource Persons:		Josette Shaughnessy, Ruben Gallardo	
<p>Purpose: To amend the approval of the contract award to USI Southwest, Inc. regarding the optional extended reporting period endorsement.</p> <p>Explanation: At the August 2020 Board of Trustees meeting, the El Paso Community College Administration, as part of its insurance recommendations to the Board of Trustees, recommended the purchase of an optional extended reporting period endorsement from Western World/Stratford insurance. This optional endorsement would provide an additional year of educators' legal liability insurance through Western World/Stratford insurance, the College's (then) insurance company, to cover matters which were <i>known to the College while that insurance was in place, but which, for whatever reason, were not yet reported</i> to Western World/Stratford insurance. That optional endorsement would provide coverage for one additional year after that policy ended; in other words, through August 31, 2021.</p> <p>The Board may recall that Western World/Stratford Insurance decided, as part of its business model, to non-renew several of its clients, among them El Paso Community College (EPCC), thereby ending our "normal" coverage on August 31, 2020. When the Administration was informed of this non-renewal, it immediately began work on identifying a replacement insurance company and indeed the Administration recommended and the Board approved, at its August 2020 meeting, a new contract with Berkley Insurance. Berkley began covering the College under the terms of its policy for <i>new</i> matters on September 1, 2020.</p> <p>Western World/Stratford will cover the College under the terms of its policy for matters that occurred during that policy period, in other words before August 31, 2020, as long as such matters were reported to it during the policy period or, at latest, 60 days after the end of that period. Berkley will cover the College for any new matters. The Administration's recommendation in August to purchase the optional endorsement was meant to provide an affordable, additional layer of protection for the College in case a matter had developed somewhere in the College during that policy period, in other words before August 31, 2020, but, for whatever reason, it was not reported to Western World/Stratford on time.</p> <p>However, the calculus of "affordability" for this additional layer of protection changed after the August 2020 Board of Trustees meeting. It was discovered that there was an error in the quote provided to the College. Instead of costing 30% of the annual premium, or \$44,510 as referenced in the August 2020 Board of Trustees meeting agenda, the cost of that optional endorsement is 100% of the annual premium, or \$148,365.</p> <p>At this much higher cost, and given the extensive additional review conducted by the Human Resources Department, the Administration now recommends proceeding with exercising the purchases outlined in item 4.1.1 of the El Paso Community College Board of Trustees August 2020 meeting agenda, but without purchasing the Optional Extended Reporting Endorsement for \$44,510. Without purchasing this endorsement, the contract award to USI would drop from the Board-approved 'not to exceed' amount of \$799,272 to a new 'not to exceed' amount of \$754,762.</p>			
Recommendation:		Approval by the Board of Trustees.	
Vendor:	USI Southwest, Inc. 2505 E Missouri El Paso, TX 79903		

CURRICULUM AND INSTRUCTION ABSTRACT

Item(s) to be Considered: Discussion and action on the sole source procurement of drug screening, background check, and compliance logging services from American Databank, LLC.	
Requestor: Souraya Hajjar	Area Responsible: Health Career & Technical Education, Math and Sciences
Resource Persons: Steven Smith, Josette Shaughnessy, Andrew Peña, Souraya Hajjar	
Purpose:	To approve the issuance of a one-year contract to American Databank to provide drug screening and background check services, as well as compliance information tracking services district-wide. All such services will be purchased on an as-needed basis only.
Explanation:	<p>Each student enrolled in a health program will pay American Databank a sum of \$18.00 for one year to cover the tracking of their immunizations, physicals, and HIPAA data. An information repository will be available for health coordinators to check and guarantee the student's compliance in the health programs and clinical requirements. Students will pay directly into the American Databank system for the use of their services, specifically American Databank's Complio tracking system, which has been customized for the needs of El Paso Community College. This tracking system makes it easy for students, faculty and staff to track compliance with the College's drug screening, background checks and immunization requirements. Additional tracking services can be added to the system by the College on an as-needed basis, if necessary.</p> <p>The Instruction Division will pay for drug screening and background check services for faculty through an invoice sent by American Databank to El Paso Community College. Services for other EPCC staff will be paid for by the respective requesting department. Total payments by El Paso Community College for these services for faculty and staff are expected to be under \$5,000.</p> <p>Hospitals and other affiliates accredited by the Joint Commission on Accreditation of Healthcare Organizations (JCAHO) require drug testing and background checks for faculty and students assigned to these entities for the clinical learning experience. Additionally, employees occupying certain security-sensitive positions within the College must be background checked and/or drug tested. Some examples of these positions are in the Children's College and Police Department.</p> <p>The background screening services will be conducted online. Drug screening sample collection services are available at various locations throughout El Paso.</p> <p>Fees for drug screenings are \$26.50 per person. Fees for level one and level two background checks are \$37.00 and \$49.00, respectively. As previously mentioned, services for students will be paid for by the student; services for the faculty and staff will be paid for by the College.</p> <p>Sole source letters follow this item.</p> <p>Funding is provided by the budgets of the respective departments using the services.</p>
Recommendation:	Approval by the Board of Trustees.
Vendor:	American Databank, LLC 110 16th Street 8th Floor Denver, CO 80202



August 10th, 2020

To: Mr. Steven E. Smith,  9/9/2020
VP of Instruction and Workforce Education

From: Souraya A. Hajjar
Dean of Health CTE, Math& Science Division

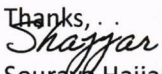
Re: Complio program at American Databank

Dear Mr. Smith,

It is time to renew our Complio tracking software from the American Databank company. American Databank was able to custom design a tracking software to accommodate all of our health students clinical requirements submitted for clinical placements at the different hospitals and health clinics around town. Complio is able to compile and organize all the supportive documents such as background checks, drug screening, different needed immunizations, CPR validity, physical history forms, etc. in one repository easy to retrieve and be submitted to the different clinical preceptors around town.

I respectfully ask you to allow this program's extension as a sole source to these services helpful to our health students.

Attached is the sole source letter submitted by the American Databank Company. Purchasing just received it and asked me to submit the abstract immediately to minimize any potential delays in the contract.

Thanks,

Souraya Hajjar

August 6, 2020

To Whom It May Concern:

This letter is in response to El Paso Community College District's request for a sole source letter from American DataBank.

American DataBank is the sole source of the compliance tracking and background screening management system Complo. American DataBank created Complo and we are the only company that owns, maintains, and can offer licenses to use of this system, including integrations with other systems. The Complo System, technology and processes are protected by trade secret, trademark and copyright law; no federal copyright or patent applications have been filed.

Complo is a unique compliance management system in that each institution that uses Complo is given its own individual iteration of the system; rather than provide institutions access to a communal application, we build and configure customized solutions, providing institutions with a unique URL to access their specific Complo site. Additionally, Complo applies institution-specific compliance rules to the system's unique rules engine to achieve full compliance on a continuous basis.

We appreciate our partnership with El Paso Community College District. Please contact us if you have any further questions.

Sincerely,



Toshi Akiyama

CEO

(Exhibit 6.1.3)

09/29/20

CURRICULUM AND INSTRUCTION ABSTRACT

Item(s) to be Considered: Discussion and action on the approval of a grant award from the U.S. Department of Education TRIO.		Amount: \$707,647																																				
Requestor: Cynthia Velasco	Area Responsible: Student Success																																					
Resource Persons: Steven Smith, Paula Mitchell, Robert Elliott, Lucia Rodriguez																																						
<p>Purpose: To provide opportunities for academic development, assist students with basic college requirements, and motivate students toward the successful completion of their postsecondary education. The goal of the TRIO Student Support Services Program (SSSP) is to increase the college retention and graduation rates of its participants. EPCC SSSP will serve 600 students.</p> <p>Explanation: The objective of the grant is to provide academic and other support services to low-income, first-generation or disabled college students to increase students' retention and graduation rates, facilitate their transfer from two-year to four-year colleges, and foster an institutional climate supportive of the success of student participants.</p> <p>Required SSSP services applicable to EPCC include: (1) academic tutoring; (2) advice and assistance in postsecondary course selection; (3) information on financial aid programs, benefits, and assistance in completing financial aid applications, including the FAFSA; (4) education or counseling services designed to improve financial and economic literacy; and (5) activities designed to assist students enrolled in two-year institutions of higher education in applying for admission, and obtaining financial assistance for enrollment in, four-year programs of postsecondary education.</p> <p>Budget Account Number: 21386-F21386 Budget Summary: \$707,647 September 1, 2020 - August 31, 2021 Detailed Budget Overview:</p> <table> <tr> <td>61305</td> <td>Professional Support</td> <td>\$185,200</td> </tr> <tr> <td>61605</td> <td>Classified FT</td> <td>178,000</td> </tr> <tr> <td>61631</td> <td>Tutor LA SSA PT</td> <td>165,248</td> </tr> <tr> <td>62000</td> <td>Fringe</td> <td>140,000</td> </tr> <tr> <td>71910</td> <td>Indirect Cost</td> <td>28,306</td> </tr> <tr> <td>71120</td> <td>Office Supplies</td> <td>6,000</td> </tr> <tr> <td>71123</td> <td>Furniture/Equipment < 5,000 Grant</td> <td>2,403</td> </tr> <tr> <td>72100</td> <td>In-Town Travel</td> <td>1,000</td> </tr> <tr> <td>74609</td> <td>Student Services</td> <td>600</td> </tr> <tr> <td>71313</td> <td>Consultant</td> <td>590</td> </tr> <tr> <td>71330</td> <td>Printing</td> <td>300</td> </tr> <tr> <td></td> <td>TOTAL</td> <td>\$707,647</td> </tr> </table>			61305	Professional Support	\$185,200	61605	Classified FT	178,000	61631	Tutor LA SSA PT	165,248	62000	Fringe	140,000	71910	Indirect Cost	28,306	71120	Office Supplies	6,000	71123	Furniture/Equipment < 5,000 Grant	2,403	72100	In-Town Travel	1,000	74609	Student Services	600	71313	Consultant	590	71330	Printing	300		TOTAL	\$707,647
61305	Professional Support	\$185,200																																				
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71330	Printing	300																																				
	TOTAL	\$707,647																																				
Recommendation: Approval by the Board of Trustees.																																						

CURRICULUM AND INSTRUCTION ABSTRACT

Item(s) to be Considered: Discussion and action on the acceptance of a Skills Development Fund (SDF) grant award from the Texas Workforce Commission to provide customized training to DISH Network LLC employees.		Amount: \$358,083																					
Requestor: Carmen Aguilera-Goerner	Area Responsible: Workforce Strategic Initiatives																						
Resource Persons: Steven Smith, Jaime Farias, Carmen Aguilera-Goerner, Robert Elliott																							
<p>Purpose: To accept a grant award from the Texas Workforce Commission (TWC) in partnership with DISH Network LLC. The DISH El Paso facility is the premier equipment maintenance and repair hub for the western portion of the United States. The customized training will increase knowledge and skills in the areas of robotics, electronic fundamentals/instrumentation, industrial maintenance, micro-controllers, PLC, customer focus/managing change, and advanced troubleshooting directly associated with DISH equipment.</p> <p>Explanation: The investment in training and the new skills acquired by DISH employees will increase troubleshooting skills to effectively repair malfunctioning DISH equipment and reduce waste of needing to replace equipment at the cost of the company. This will stimulate the local economy, and possibly attract outside businesses to the El Paso area. The funds will cover instructors' costs, development costs, in-town travel, tuition and fees, books, and personnel. The SDF Grant will train 166 employees with an average cost of training at \$2,157 per employee.</p> <p style="text-align: center;">Budget Account Number: 22738-E22738 Budget Summary: \$358,083 July 20, 2020 – July 31, 2021 Detailed Budget Overview:</p> <table> <tr> <td>74604</td> <td>Tuition Special Programs</td> <td>\$302,888</td> </tr> <tr> <td>61301</td> <td>Professional Staff PT</td> <td>26,200</td> </tr> <tr> <td>71123</td> <td>Furniture and Equipment</td> <td>22,642</td> </tr> <tr> <td>62000</td> <td>Fringe Benefits</td> <td>2,800</td> </tr> <tr> <td>72100</td> <td>In-Town Travel</td> <td>2,000</td> </tr> <tr> <td>71000</td> <td>Supplies</td> <td><u>1,553</u></td> </tr> <tr> <td></td> <td>TOTAL</td> <td>\$358,083</td> </tr> </table>			74604	Tuition Special Programs	\$302,888	61301	Professional Staff PT	26,200	71123	Furniture and Equipment	22,642	62000	Fringe Benefits	2,800	72100	In-Town Travel	2,000	71000	Supplies	<u>1,553</u>		TOTAL	\$358,083
74604	Tuition Special Programs	\$302,888																					
61301	Professional Staff PT	26,200																					
71123	Furniture and Equipment	22,642																					
62000	Fringe Benefits	2,800																					
72100	In-Town Travel	2,000																					
71000	Supplies	<u>1,553</u>																					
	TOTAL	\$358,083																					
Recommendation: Approval by the Board of Trustees.																							

CURRICULUM AND INSTRUCTION ABSTRACT

Item(s) to be Considered: Discussion and action on the acceptance of a five-year sub grant from the University of Texas at El Paso under the National Institute of Health (NIH) Bridges to the Baccalaureate Program.		Amount: \$310,157																														
Requestor: Rosalia Ortega	Area Responsible: Biology Discipline VV																															
Resource Persons: Steven Smith, Carlos Amaya, Robert Elliott																																
<p>Purpose: To provide structural biomedical research activities, mentoring, and career development to prepare trainees to bridge from a two-year to four-year institution.</p> <p>Explanation: Twelve full-time sophomore EPCC students will be selected annually and following approval by UTEP and the NIH, the students will receive stipends at the rate of \$1,114/month for twelve months and 60% tuition reimbursement each semester. These students will participate in an intensive summer research program at UTEP. Additionally, Peer Learning Assistants will be hired to provide supplemental instruction and tutoring for EPCC students enrolled in Biology courses.</p> <p style="text-align: center;">Budget Account Number: 23826-P23826 Budget Summary: \$310,157 August 1, 2020 – July 31, 2021 Detailed Budget Overview:</p> <table> <tr> <td>74606</td> <td>Student Stipends</td> <td>\$160,416</td> </tr> <tr> <td>74604</td> <td>Student Aid Pool</td> <td>36,000</td> </tr> <tr> <td>61631</td> <td>Classified Staff PT</td> <td>36,000</td> </tr> <tr> <td>74604</td> <td>Tuition Special Programs</td> <td>21,600</td> </tr> <tr> <td>71910</td> <td>Indirect Costs</td> <td>21,375</td> </tr> <tr> <td>61061</td> <td>Instructor FT/PT</td> <td>14,000</td> </tr> <tr> <td>74614</td> <td>Student Out-of-Town Travel</td> <td>10,000</td> </tr> <tr> <td>62000</td> <td>Fringe Benefits</td> <td>8,766</td> </tr> <tr> <td>74613</td> <td>Student In-Town Travel</td> <td>2,000</td> </tr> <tr> <td></td> <td>TOTAL</td> <td>\$310,157</td> </tr> </table>			74606	Student Stipends	\$160,416	74604	Student Aid Pool	36,000	61631	Classified Staff PT	36,000	74604	Tuition Special Programs	21,600	71910	Indirect Costs	21,375	61061	Instructor FT/PT	14,000	74614	Student Out-of-Town Travel	10,000	62000	Fringe Benefits	8,766	74613	Student In-Town Travel	2,000		TOTAL	\$310,157
74606	Student Stipends	\$160,416																														
74604	Student Aid Pool	36,000																														
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74604	Tuition Special Programs	21,600																														
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62000	Fringe Benefits	8,766																														
74613	Student In-Town Travel	2,000																														
	TOTAL	\$310,157																														
Recommendation: Approval by the Board of Trustees.																																

CURRICULUM AND INSTRUCTION ABSTRACT

Item(s) to be Considered: Discussion and action on the acceptance of a grant from the Texas Workforce Commission.		Amount: \$287,848												
Requestor: Carmen Aguilera-Goerner	Area Responsible: Workforce Strategic Initiatives													
Resource Persons: Steven Smith, Jaime Farias, Carmen Aguilera-Goerner, Robert Elliott														
<p>Purpose: To increase workforce capacity in the El Paso area by offering training opportunities to local apprenticeship sponsors. Approximately, 46,480 contact hours of training for continuing programs will occur under this program in skill areas of electrician, cement mason/cement finisher, painter, HVAC technician, plumber, operating engineer, bricklayer, motor grader operator, electronic systems technician, iron worker, pipefitter, drywall applicator, plasterer, and taper. New programs will provide 28,092 contact hours of training for sheet metal worker, carpenter, plumber, and electrician I, II, III, and IV.</p> <p>Explanation: Apprenticeship training is a structured job training system to prepare individuals for occupations in skilled trades and other occupations. Apprenticeship training combines on-the-job training under the supervision of an experienced journey worker with job-related classroom instruction. Approved apprenticeship partners will be reimbursed dependent upon contact hours. To ensure that the partners are paid on time, contract approval is requested, so partner budgets can be set up and ready before costs are incurred.</p> <p>Of the twelve (12) apprenticeship partners for FY 2020-21, the Independent Electrical Contractors of El Paso (IEC) is the only partner that will receive more than \$50,000 in funding. The current total allocation for the IEC is \$95,110.40.</p> <p>Budget Account Number: 22739-E22739 Budget Summary: \$287,848 September 1, 2020 – August 31, 2021 Detailed Budget Overview:</p> <table> <tr> <td>71317</td> <td>Other Professional/Tech</td> <td>\$244,666</td> </tr> <tr> <td>61605</td> <td>Classified Staff FT</td> <td>30,227</td> </tr> <tr> <td>62000</td> <td>Fringe</td> <td><u>12,955</u></td> </tr> <tr> <td></td> <td>TOTAL</td> <td>\$287,848</td> </tr> </table>			71317	Other Professional/Tech	\$244,666	61605	Classified Staff FT	30,227	62000	Fringe	<u>12,955</u>		TOTAL	\$287,848
71317	Other Professional/Tech	\$244,666												
61605	Classified Staff FT	30,227												
62000	Fringe	<u>12,955</u>												
	TOTAL	\$287,848												
Recommendation: Approval by the Board of Trustees.														

CURRICULUM AND INSTRUCTION ABSTRACT

Item(s) to be Considered: Discussion and action on the acceptance of a grant award from the U.S. Department of Agriculture-National Institute of Food and Agriculture.		Amount: \$185,474																											
Requestor: Richard Webb	Area Responsible: Culinary Arts and Related Sciences																												
Resource Persons: Steven Smith, Richard Webb, Robert Elliott, Jonathan Nickerson																													
<p>Purpose: To implement a four-year student emissary program that will provide training in leadership and social skills to culinary arts students.</p> <p>Explanation: The student emissary program objectives are:</p> <ol style="list-style-type: none"> 1) develop leadership and social skills in the student emissaries, 2) increase student enrollment through emissary led outreach activities to local high school culinary arts programs, 3) increase culinary arts student retention through emissary led post-graduation seminars focused on careers and university programs related to food, agriculture, natural resource, and human sciences, 4) the continual development of the EPCC culinary arts horticulture program, 5) and the continued growth of community partnerships focused on healthy cooking. <p>The budget will fund salaries, student stipends, out-of-town travel, instructional supplies, and a program consultant.</p> <p>Budget Account Number: 21714-F21714 Budget Summary: \$185,474 September 1, 2020 – August 31, 2024 Detailed Budget Overview:</p> <table> <tr> <td>74606</td> <td>Student Stipends</td> <td>\$48,000</td> </tr> <tr> <td>72200</td> <td>Travel</td> <td>48,000</td> </tr> <tr> <td>71130</td> <td>Instructional Supplies</td> <td>31,200</td> </tr> <tr> <td>61000</td> <td>Personnel</td> <td>28,288</td> </tr> <tr> <td>71910</td> <td>Indirect</td> <td>12,816</td> </tr> <tr> <td>71313</td> <td>Consultant</td> <td>10,000</td> </tr> <tr> <td>71120</td> <td>Office Supplies</td> <td>4,200</td> </tr> <tr> <td>62000</td> <td>Fringe</td> <td>2,970</td> </tr> <tr> <td></td> <td>TOTAL</td> <td>\$185,474</td> </tr> </table>			74606	Student Stipends	\$48,000	72200	Travel	48,000	71130	Instructional Supplies	31,200	61000	Personnel	28,288	71910	Indirect	12,816	71313	Consultant	10,000	71120	Office Supplies	4,200	62000	Fringe	2,970		TOTAL	\$185,474
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Recommendation: Approval by the Board of Trustees.																													

STUDENT SERVICES ABSTRACT

Item(s) to be Considered: Discussion and action on the approval of Continuing Education tuition rates for new courses.	
Requestor: Jaime Farias	Area Responsible: Workforce and Continuing Education
Resource Persons: Steven Smith, Jaime Farias	
<p>Purpose: To approve tuition rates for new CE courses.</p> <p>Explanation: As new courses are brought into the inventory; the Board of Trustees approves the associated tuition rates.</p>	
<p>Recommendation: Approval by the Board of Trustees.</p>	

COURSE	TITLE	HOURS	TUITION
Advanced Technology			
TEC 927	Special Topics in Applied Mathematics, General	9	\$860
Business/Computer/Technical Education			
CAT 042	Introduction to Microsoft Excel	8	\$90
CAT 044	Window 10 Foundations	8	\$90
CAT 047	Cybersecurity for Everyone	10	\$65
SDG 201	Flower Shop Operations	15	\$125
CE Health			
AHP 533	TEAS Prep Series	48	\$210
AHP 534	Discover Your Life Purpose	6	\$45
Center for College Access and Development			
WPL 835	Communication Improvement I	50	\$608
Center for Corporate and Workforce Training			
CWT 314	National Electrical Codes Residential	48	\$296
CWT 603	Customs Brokerage	8	\$75
CWT 604	Introduction to Quality Control	48	\$456
CWT 605	Introduction to Distribution Logistics	48	\$372
CWT 606	Process Failure Mode and Effects Analysis (PFMEA)	20	\$1200
CWT 705	Internal Auditing (ISO09001:2015)	16	\$936
CWT 818	Certified Associate in Project Management (CAPM)	24	\$164
CWT 819	MS Project	16	\$109
Children's College			
PLD 662	Kinder Bots	6	\$90
PLD 663	Anime Manga Drawing Ages 6-12	12	\$116
PLD 664	Create your own comic and characters Ages 6-12	12	\$116

COURSE	TITLE	HOURS	TUITION
Children's College cont'd			
PLD 665	African Safari Workshop Ages 6-12	12	\$116
PLD 666	Art History with the Masters Ages 6-12	12	\$116
PLD 667	Junior Engineers ages 5-6 (online)	4	\$60
PLD 668	Junior Engineers II ages 5-6 (online)	4	\$60
PLD 669	Kinder Bots ages 5-7 (online)	4	\$70
PLD 670	Minecraft Movie Making grades 2 nd – 5 th (online)	4	\$70
PLD 671	Science of Superpowers ages 5-12 (online)	4	\$60
PLD 672	Superstructures ages 7-12 (online)	4	\$60
PLD 673	Coding for Kids grades 4 th -8 th	10	\$90
PLD 674	Make Your First Video Game grades 4 th -8 th	10	\$90
PLD 675	RoboPets ages 5-7	4	\$60
PLD 677	Let's Draw ages 6-8	8	\$70
PLD 678	Beginning Piano ages 8-12 (online)	8	\$90
PLD 679	Advanced Piano ages 12-17 (online)	8	\$90
PLD 680	Battle Royale: Make Your First Fortnite Style Video Game (online)	15	\$140
PLD 681	Minecraft Redstone Engineers ages 11-14 (online)	15	\$140
PLD 682	ROBLOX Makers ages 11-14 (online)	15	\$140
PLD 683	Minecraft Modders ages 8-11 (online)	15	\$140
PLD 684	Python Programmers ages 8-11 (online)	15	\$150
PLD 685	eSports Apprentice ages 11-14 (online)	15	\$140
PLD 686	Java Script Developer Jam ages 8-11 (online)	15	\$150
PLD 687	YouTube Content Creators ages 8-11 (online)	15	\$140
PLD 688	Code Breakers ages 8-11 (online)	15	\$140
PLD 689	Minecraft Animators ages 8-11 (online)	15	\$140

COURSE	TITLE	HOURS	TUITION
Children's College cont'd			
PLD 690	Fitness Fun ages 6-12	4	\$40
Personal Enrichment			
PIA 504	Techniques for an Intermediate Sewist	16	\$85
PIA 932	Techniques of Oil Rendering	24	\$90
PID 431	Learning the Arts of Salsa	10.5	\$50
PID 432	Dances of South America	10.5	\$50
PIE 216	English in the Workplace	8	\$552
PIE 217	Vegan Buddha Bowls (Online)	4	\$30
PIO 093	Advanced Microsoft Excel 2019/Office 365 – Online	24	\$160
PIO 099	Introduction to Microsoft Excel 2019/Office 365 – Online	24	\$160
PIO 101	Survival Kit for New Teachers – Online	24	\$125
PIO 092	Introduction to Microsoft Access 2019/Office 365 – Online	24	\$150

STUDENT SERVICES ABSTRACT

Item(s) to be Considered: Discussion and action on the approval of Continuing Education tuition rates for revised courses.	
Requestor: Jaime Farias	Area Responsible: Workforce and Continuing Education
Resource Persons: Steven Smith, Jaime Farias	
<p>Purpose: To approve tuition rates for revised CE courses.</p> <p>Explanation: Workforce and Continuing Education Department is requesting approval for changes in tuition. Comments column describes reasons for each course.</p>	
Recommendation: Approval by the Board of Trustees.	

COURSE	TITLE	OLD HOURS	OLD TUITION	NEW HOURS	NEW TUITION	COMMENTS
Business/Computers/Technical Education/Personal Enrichment						
CAT 001	Microsoft Office 215	30	\$160	30	\$200	Increase in faculty salaries and course materials.
CAT 004	Adobe Illustrator CC	24	\$160	24	\$175	Increase in faculty salaries and course materials.
CAT 005	Adobe Photoshop CC	24	\$160	24	\$175	Increase in faculty salaries and course materials.
CAT 028	Introduction to Microsoft Excel	24	\$173	24	\$175	Increase in faculty salaries and course materials.
CAT 029	Intermediate to Microsoft Excel 2016	32	\$199	32	\$220	Increase in faculty salaries and course materials.
CAT 032	Web Development	24	\$173	24	\$175	Increase in faculty salaries and course materials.
MGT 826	Introduction to Computer Keyboarding	18	\$75	18	\$90	Increase in faculty salaries and course materials.
RES 0812	Property Management	30	\$162	30	\$200	Increase in faculty salaries and course materials.
RES 813	Principles of Real Estate I	30	\$162	30	\$200	Increase in faculty salaries and course materials.
RES 815	Law of Agency (Hybrid)	30	\$167	30	\$175	Increase in faculty salaries and course materials.
RES 816	Promulgated Contract Forms	30	\$162	30	\$200	Increase in faculty salaries and course materials.
RES 820	Principles of Real Estate I (Hybrid)	30	\$175	30	\$207	Increase in faculty salaries and course materials.

COURSE	TITLE	OLD HOURS	OLD TUITION	NEW HOURS	NEW TUITION	COMENTS
Business/Computers/Technical Education/Personal Enrichment cont'd						
RES 852	Law of Contracts (Hybrid)	30	\$167	30	\$175	Increase in faculty salaries and course materials.
RES 855	Real Estate Finance	30	\$162	30	\$200	Increase in faculty salaries and course materials.
SDG 705	Preparation for Texas Landscape Irrigation Exam	42	\$280	42	\$300	Increase in faculty salaries and course materials.
SDG 913	Floral Design	48	\$449	48	\$475	Increase in faculty salaries and course materials.
SDG 914	Floral Design II	33	\$324	33	\$350	Increase in faculty salaries and course materials.
CE Health						
AHP 793	Pharmacology for Health Professionals	48	\$382	48	\$425	Concurrent with Credit
SDH 971	First Aid	8	\$60	8	\$66	Increase in labor and higher cost of supplies used in class.
Personal Enrichment						
PIA 475	Cooking with Various Cuisines	24	\$74	24	\$90	Increase in faculty salaries and course materials.
PIA 0476	Bunelos	4	\$25	4	\$30	Increase in faculty salaries and course materials.
PIA 490	Landscape Painting in Oil	24	\$75	24	\$90	Increase in faculty salaries and course materials.
PIA 506	Portrait Painting in Oil	24	\$75	24	\$90	Increase in faculty salaries and course materials.
PIA 545	Beginning Sewing	16	\$68	16	\$85	Increase in faculty salaries and course materials.

COURSE	TITLE	OLD HOURS	OLD TUITION	NEW HOURS	NEW TUITION	COMENTS
Personal Enrichment cont'd						
PIA 558	Intermediate Sewing	16	\$68	16	\$85	Increase in faculty salaries and course materials.
PIA 724	Painting with Acrylics	24	\$75	24	\$90	Increase in faculty salaries and course materials.
PIA 847	Homemade Tamales	6	\$30	6	\$40	Increase in faculty salaries and course materials.
PIA 915	Holiday Baking	16	\$64	16	\$74	Increase in faculty salaries and course materials.
PIA 928	Painting with Acrylics II	24	\$75	24	\$90	Increase in faculty salaries and course materials.
PID 403	Salsa/Bachata	10	\$45	10	\$50	Increase in faculty salaries and course materials.
PID 410	Two Step and More	10	\$45	10	\$50	Increase in faculty salaries and course materials.
PID 426	Line Dancing	10	\$45	10	\$50	Increase in faculty salaries and course materials.
PID 427	Salsa Bachata II	10	\$45	10	\$50	Increase in faculty salaries and course materials.
PID 428	Latin Dance Made Easier	10	\$45	10	\$50	Increase in faculty salaries and course materials.
PIE 210	Vegetarian & Vegan Delights	24	\$74	24	\$90	Increase in faculty salaries and course materials.
PIE 215	Mexican Cuisine	24	\$74	24	\$90	Increase in faculty salaries and course materials.
PIE 656	Start Your Own Edible Garden– Online	24	\$95	24	\$125	Increase in faculty salaries and course materials.

COURSE	TITLE	OLD HOURS	OLD TUITION	NEW HOURS	NEW TUITION	COMENTS
Personal Enrichment cont'd						
PIE 857	American Sign Language I	16	\$89	16	\$105	Increase in faculty salaries and course materials.
PIE 898	Healthy Cooking	24	\$74	24	\$90	Increase in faculty salaries and course materials.
PIE 955	American Sign Language II	16	\$89	16	\$105	Increase in faculty salaries and course materials.
PIE 964	Basic Cooking	24	\$74	24	\$90	Increase in faculty salaries and course materials.
PIE 971	Mixology/Basic Bartending	16	\$69	16	\$74	Increase in faculty salaries and course materials.
PIM 400	Piano for Adults I	18	\$85	18	\$90	Increase in faculty salaries and course materials.
PIM 401	Guitar I	15	\$71	15	\$75	Increase in faculty salaries and course materials.
PIM 405	Piano for Adults II	18	\$85	18	\$90	Increase in faculty salaries and course materials.
PIM 417	Guitar II	15	\$71	15	\$75	Increase in faculty salaries and course materials.
PIM 563	Voice Class	16	\$68	16	\$75	Increase in faculty salaries and course materials.
PIO 030	Wireless Network – Online	24	\$95	24	\$130	Increase in faculty salaries and course materials.
PIO 031	Introduction to InDesign CS6 – Online	24	\$100	24	\$130	Increase in faculty salaries and course materials.
PIO 047	MS Excel Pivot Tables – Online	24	\$95	24	\$140	Increase in faculty salaries and course materials.

COURSE	TITLE	OLD HOURS	OLD TUITION	NEW HOURS	NEW TUITION	COMENTS
Personal Enrichment cont'd						
PLD 611	Minecraft Modders ages 8-11	15	\$125	15	\$140	Increase in faculty salaries and course materials.
PLD 613	Code Breakers ages 8-11	15	\$125	15	\$140	Increase in faculty salaries and course materials.
PLD 619	Python Programmers ages 8-11	15	\$125	15	\$150	Increase in faculty salaries and course materials.
PLD 626	Junior Engineers Ages 5-6	4	\$75	4	\$60	Decrease tuition partners with Snapology.
PLD 642	Minecraft Movie Making grades 2 nd – 5 th	4	\$90	4	\$70	Decrease tuition partners with Snapology
PLD 644	Junior Engineers II ages 5- 6	4	\$75	4	\$60	Decrease tuition partners with Snapology
PLD 659	YouTube Content Creators ages 8-11	15	\$125	15	\$140	Increase tuition partners with Snapology
PLD 662	Kinder Bots ages 5-7	4	\$90	4	\$70	Decrease tuition partners with Snapology