



Regular Board of Trustees meeting - October 21, 2021

El Paso Community College
9050 Viscount Blvd, Board Room A200
Oct 21, 2021 4:15 PM

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1. General Functions

A REGULAR MEETING of the Board of Trustees of the El Paso County Community College District will be held on Thursday, October 21, 2021, beginning at 4:15 p.m. This Regular meeting will be held at the Administrative Service Center located at 9050 Viscount Blvd., Board of Trustees Room - #A200, El Paso, TX 79925 and will be viewable through the EPCC YouTube channel at [El Paso Community College - YouTube](#)

1.1. CALL TO ORDER

1.2. ROLL CALL

1.3. EXECUTIVE & CLOSED SESSION

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

1.3.1. Discussion with legal counsel regarding the Ground Owner Consent to Sublease with SBA Towers IX, LLC for the sublease of space to T-Mobile on the tower at 919 Hunter Drive, pursuant to Section 551.072 of the Texas Government Code.

1.3.2. Discussion with legal counsel regarding construction and project management agreements, pursuant to Section 551.071 of the Texas Government Code.

1.3.3. Discussion with legal counsel regarding Daniel Vasquez v. El Paso County Community College District, in the 120th Judicial District Court of El Paso County, Texas, Cause Number 2021-DCV-0212, pursuant to Section 551.071 of the Texas Government Code.

1.3.4. Discussion with legal counsel regarding legal update of EEOC charges and lawsuits pending against EPCC, pursuant to Section 551.071 of the Texas Government Code.

1.3.5. Discussion with legal counsel regarding legal issues related to policies and procedures, including but not limited to, DLB-Local, DMAA-Local, 3.36.01, and 3.38.01, pursuant to Section 551.071 of the Texas Government Code.

1.3.6. Discussion with legal counsel regarding a charitable grant to the College of \$30 million from the National Philanthropic Trust, pursuant to Section 551.073 of the Texas Government Code.

1.4. APPROVAL of MINUTES - NONE

1.5. WELCOME to GUESTS & STAFF MEMBERS

1.6. OPEN FORUM

The El Paso Community College, TASB policies limit individual presentations for any individual to three minutes under TASB BDB (Local).

1.7. PRESENTATIONS by INDIVIDUALS, GROUPS, & ORGANIZATIONS

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

1.7.2. Optional presentations will be made by the presidents of the Classified Staff Association, the Professional Staff Association, the Faculty Association, and the Student Government Association.

1.8. COMMUNICATIONS

1.8.1. Discussion and review by the Board of Trustees of data, statistics, policies, and general information related to the College District.

1.9. BOARD of TRUSTEES BUSINESS

1.9.1. Discussion and take possible action to authorize the President or his designee to execute the Ground Owner Consent to Sublease with SBA Towers IX, LLC to allow the sublease of space to T-Mobile on the tower located on 919 Hunter Drive.

1.9.2. Discussion and take possible action regarding pending litigation styled, Daniel Vasquez v. El Paso County Community College District, in the 120th Judicial District Court of El Paso County, Texas, Cause Number 2021-DCV-0212.

1.9.3. Discussion and take possible action to terminate construction project agreements with T-Dyne Contractors, LLC regarding replacement of existing cooling towers at Transmountain campus and ASC, Building B.

1.9.4. Discussion and take possible action to create an endowment for the \$30 million charitable grant to the College from the National Philanthropic Trust.....1

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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.

1.11. CONSENT DOCKET

Action item Note: Includes items: 3.2 and 8.1

2. ADMINISTRATION

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Resource Person: Keri Moe

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Resource Person: Keri Moe

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Resource Person: Steven Smith

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Resource Person: Steven Smith

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Resource Person: Steven Smith

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Resource Person: Steven Smith

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Resource Person: Steven Smith

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Resource Persons: Steven Smith, Keri Moe

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Action item



October 1, 2021

TO: El Paso County Taxing Entity Presiding Officers
From: Dinah L. Kilgore, RPA, Executive Director/ Chief Appraiser

Subject: Appointment/ Reappointment of EPCAD Board of Directors

The primary duties of the El Paso Central Appraisal District (EPCAD) Board of Directors are to select the Chief Appraiser and to adopt EPCAD’s annual operating budget. The Board does not appraise property or make decisions that may affect the appraisal records for properties.

The current term for EPCAD’s Board of Directors concludes on December 31, 2021.

The new term begins January 1, 2022 and concludes December 31, 2023 or until a member has been reappointed or replaced.

It is now time for your entity to appoint or reappoint the 2022/2023 EPCAD Board of Directors.

The following information is divided by subject matter for easy reference.

A. Selection

Property Tax Code Sec. 6.03 establishes the selection process for EPCAD Board of Directors. Members of the Board are selected by the district’s participating taxing units (entities).

The selection process and nine-member board is authorized by Property Tax Code Sec. 6.031.

Board members are appointed by majority vote of their respective governing bodies:

1. City of El Paso appoints two members;
2. County of El Paso appoints one member;
3. El Paso Independent School District (EPISD) appoints two members;
4. Lower Valley entities appoint two members;
 - 4.1 Clint Independent School District;
 - 4.2 Fabens Independent School District;
 - 4.3 San Elizario Independent School District;
 - 4.4 Socorro Independent School District;

- 4.5 Tornillo Independent School District;
 - 4.6 El Paso Community College;
 - 4.7 San Elizario City;
 - 4.8 Town of Clint;
 - 4.9 Town of Horizon City; and
 - 4.10 Town of Socorro
- 5. Upper Valley entities appoint one member;
 - 5.1 Anthony Independent School District;
 - 5.2 Canutillo Independent School District;
 - 5.3 Town of Anthony; and
 - 5.4 Village of Vinton
 - 6. Ysleta Independent School District (YISD) appoints one member.

Two members on the EPCAD Board of Directors represent the Lower Valley Entities as a group. If more than two individuals are nominated to serve on the EPCAD Board of Directors, the two individuals with the most nominations will be appointed.

One member on the EPCAD Board of Directors represents the Upper Valley Entities as a group. If more than one individual is nominated to serve on the EPCAD Board of Directors, the individual with the most nominations will be appointed.

If an equal number of nominations are received, either for the Lower Valley entities or the Upper Valley entities, the entity governing body(ies) must re-vote to achieve a majority vote for the available seat(s) on the EPCAD Board of Directors. If no nominees are received, the EPCAD Board of Directors will decide the nominee(s).

B. Eligibility

- 1. To be eligible to serve on the Board, an individual must be a resident of the district (El Paso County, Texas) and must have resided in the district for at least two years immediately preceding the date of appointment.
- 2. Property Tax Code Sec. 6.035, states an individual is ineligible to serve on an appraisal district board of directors if the individual owns property on which delinquent taxes have been owed to a taxing unit for more than 60 days after the date the individual knew or should have known of the delinquency unless:
 - a. the delinquent taxes and any penalties and interest are being paid under an installment payment agreement;
 - b. A suit to collect the delinquent taxes is deferred or abated.
- 3. An employee of a taxing entity participating in the appraisal district is not eligible to serve unless the individual is also a member of the governing body or an elected official of a taxing entity participating in the district.
- 4. Property Tax Code Sec. 6.035, effective September 1, 1989, bars EPCAD Board of Directors from serving if the member is related to a person who operates for compensation as a tax agent or a property tax appraiser in the appraisal district.
- 5. Property Tax Code Sec. 6.036, bars EPCAD Board of Directors from serving on the Board if they contract with the District, or if they contract on

a tax-related matter with a taxing entity served by the District, or if they have a substantial interest in a business that contracts with the District or a taxing entity served by the District.

6. Property Tax Code Sec 6.03 (a), states, "an employee of a taxing unit that participates in the district is **not** eligible to serve on the board **unless** the individual is also a member of the governing body or an elected official of a taxing unit that participates in the district".

C. Term of Office

Members of the EPCAD Board of Directors serve two-year terms beginning January 1 of even-numbered years. Pursuant to Section 6.035 of the Texas Tax Code, amended by the 87th Texas Legislature, board members may only serve five terms.

Before December 31 of the odd-numbered year, the governing body of the taxing entity is(are) responsible for appointing a member(s) through a nomination and by resolution or motion of appointment as evidenced in the entity's official meeting agenda and reflected in the approved meeting minutes. The chief appraiser will submit the results to the governing body of each taxing entity in the district and to the candidates.

D. Board Vacancies

City of El Paso, County of El Paso, EPISD, and YISD taxing entities:

Property Tax Code Sec. 6.03 provides that in the event a board member is unable to complete their term, the governing body of the taxing entities shall appoint a member.

Lower Valley and Upper Valley taxing entities:

Property Tax Code Sec. 6.03 provides that in the event a board member is unable to complete their term, the governing body of the taxing entity shall nominate a candidate. Board of Directors shall elect by a majority vote one of the nominees to fill the vacancy.

E. Agenda and Resolution Example wording:

The following is an example wording to include on your entity's meeting agenda and resolution:

Agenda

Entity name nominates *Individual's full name* to serve as our appointee to the El Paso Central Appraisal District Board of Directors for the term January 1, 2022 through December 31, 2023. *Individual's full name* will serve for the referenced term or until they have been reappointed or replaced.

Resolution

On Date, Entity name nominated or appointed Individual's full name to be on the El Paso Central Appraisal District Board of Directors for the term January 1, 2022 through December 31, 2023.

Sincerely,



Dinah Kilgore, RPA
Executive Director/Chief Appraiser
El Paso Central Appraisal District
5801 Trowbridge Drive
El Paso, Texas 79925
Office: (915)780-2101
Fax: (915) 780-2130

BOARD POLICY ABSTRACT

Policies to be Considered: Current EPCCCD Board Policies		Policy #: see list below
Policy Sections: II: General Administration III: Human Resources IV: Financial Resources VII: Student Services	___ New ___ Revision ___ <input checked="" type="checkbox"/> Deletion	
Action: ___ <input checked="" type="checkbox"/> For Deletion		
Resource Person: Julie Penley		
Purpose: To delete existing El Paso County Community College District Board Policies that are no longer needed.		
Explanation: Aligning the College’s Board Policies to the Texas Association of School Boards (TASB) organization system required a careful review of every existing EPCCCD Board Policy. Most policies were able to be replaced by either TASB (Legal) or TASB (Local) policies. The EPCCCD Board Policies listed below do not have a TASB policy counterpart and are recommended for deletion based on the rationale provided below. This information was first presented to the Board of Trustees during its May 14, 2021 Special Board Meeting.		
EPCCCD Board Policy	Rationale for Deletion	
2.01.01: District Governance	Current policy directs the President to create and maintain a process for district-wide input regarding College operations. That process is in place via Constituency Groups, review of College Procedures, Standing Committee memberships, and other practices.	
3.05.10: Employee Involvement in Decision Making	Current policy directs the President to seek cooperation from staff in educational planning. Such planning has been and continues to be largely under faculty control, although instructional administrators and College staff may offer input when appropriate.	
3.12.01: Compensation Plan	Content is addressed in TASB DEA (Local).	
4.12.01: Payrolls	Current policy directs the President to ensure the College payroll is created and procedures are in place regarding employee compensation. Those processes and procedures are in place and overseen by the Comptroller.	
4.12.04: Paydates	Content of current policy is covered in College Procedure <i>Pay Action Submission</i> and in other District documents.	
7.09.03: Participation in Institutional Governance	Current policy states that the Student Association President will serve on the College Council. Although there is no EPCC Council, the Student Association (SGA) President serves on the College’s Student Success Core Team, and SGA has representation on College Standing Committees.	
Recommendation: Deletion by the Board of Trustees.		



EL PASO COUNTY COMMUNITY COLLEGE DISTRICT

BOARD POLICY

7.09.03

PARTICIPATION IN INSTITUTIONAL GOVERNANCE

The President of the Student's Association shall be a member of the College Council.

Adopted: July 16, 1980
Year of Last Review: 2018

Amended:

7.09.03 - 1 of 1

Designated Contact: Vice President of Student and Enrollment Services



EL PASO COUNTY COMMUNITY COLLEGE DISTRICT

BOARD POLICY

4.12.04

PAYDATES

All salaried personnel shall be paid in equal monthly installments for each complete month of regular service. Classified personnel must submit a time report each month, reporting the time worked for the calendar month. Any payroll adjustment required for overtime or undertime recorded during the reporting period shall be made in the next paycheck. Full-time faculty* have the option of receiving their academic year contract salary in twelve or nine equal installments. Part-time faculty shall receive monthly salary checks of an equal amount during the contract term. Students and other hourly employees must submit time sheets on the last working day of the month for the work month. Paychecks for hourly assignments will be issued on the fifteenth of the month or the closest preceding work day. The President of the College shall establish exact pay dates for the calendar year for all employees.

Adopted: Nov. 21, 1978
Year of last Review: 2018

Amended: Aug. 27, 1984

4.12.04 - 1 of 1

Designated Contact: Vice President of Financial and Administrative Operations

* Note: The word "faculty" denotes instructors, counselors and librarians.



EL PASO COUNTY COMMUNITY COLLEGE DISTRICT

BOARD POLICY

4.12.01

PAYROLLS

The College President shall prepare, or cause to be prepared, a roster of all employees of the District, showing the name of the employee, the rate of pay, the pay period involved, and the amount of pay due for that pay period. This document shall be the College payroll. The College President shall publish procedures necessary to assure compliance with approved salary schedules and all applicable personnel compensation Policies and laws.

Adopted: Nov. 21, 1978
Year of last Review: 2018

Amended: Aug. 27, 1984

4.12.01 - 1 of 1

Designated Contact: Vice President of Financial and Administrative Operations



EL PASO COUNTY COMMUNITY COLLEGE DISTRICT

BOARD POLICY

3.12.01

COMPENSATION PLAN

A plan of compensation for all classes of positions shall be established by the Board and maintained on a current basis. The plan shall include salary rates adjusted to the responsibility and difficulty of the work. It will provide for salary advancement for full-time employees based upon quality and length of service without regard to an individual's race, color, national origin, religion, gender, age, disability, veteran status, sexual orientation, or gender identity.

In an effort to attract and retain the caliber of personnel essential to an outstanding educational program, the President shall regularly evaluate all salary schedules in effect in the District, with input from appropriate employee organizations and shall recommend revisions, as needed, to the Board of Trustees.

The President shall be responsible for the administration of the salary schedules. Exceptions to salary schedules in effect may be made upon the recommendation of the President and approval of the Board of Trustees.

Adopted: February 17, 1988
Year of last review: 2019

Amended:

3.12.01 - 1 of 1

Designated Contact: Vice President of Financial and Administrative Operations



EL PASO COUNTY COMMUNITY COLLEGE DISTRICT

BOARD POLICY

3.05.10

EMPLOYEE INVOLVEMENT IN DECISION MAKING

The President of the College shall seek the cooperation of the staff in formulating and executing educational plans for the District. The staff shall be encouraged to participate in educational planning. The professional knowledge of the staff shall be utilized in the development and improvement of the instructional program. Faculty* shall be involved in the adoption, selection and evaluation of instructional materials, supplies and equipment.

None of the consultations or cooperative efforts described above shall limit or affect the power of the Board to manage and govern the District.

13.901 Tex. Educ. Code

Adopted: Aug. 28, 1978
Year of Last Review: 2018

Amended: Jan. 20, 1988

3.05.10 - 1 of 1

Designated Contact: President of the College

*** Note: The word “faculty” denotes instructors, counselors and librarians.**



EL PASO COUNTY COMMUNITY COLLEGE DISTRICT

BOARD POLICY

2.01.01

DISTRICT GOVERNANCE

Because individuals and employee organizations need uniform and orderly methods for communication, the President shall develop an appropriate governance system, which provides for ready communication of ideas and feelings regarding the operation of the District. The governance system shall provide for (1) appropriate participation by faculty*, staff, students, and administrators; and (2) advice by all recognized District employee groups, and, where appropriate, the student association on matters relating to District Policies. The Board of Trustees, however, shall consider such a governance system as entirely advisory to the President.

Adopted: Mar. 22, 1979
Year of Last Review: 2018

Amended: Jan. 20, 1988

2.01.01 - 1 of 1

Designated Contact: President of the College

* Note: The word “faculty” denotes instructors, counselors and librarians.

BOARD POLICY ABSTRACT

Policies to be Considered: Termination of Employment – Reduction in Force	Policy #: DMC (Local)
Policy Section: D (Personnel)	<input checked="" type="checkbox"/> New <input type="checkbox"/> Revision
Action: <input type="checkbox"/> For information only (<input type="checkbox"/> 1 st Reading) <input checked="" type="checkbox"/> For Adoption (<input checked="" type="checkbox"/> 2 nd Reading and Approval)	
Resource Person: Julie Penley	
Purpose: To transition EPCC Board Policies to the Texas Association of School Boards (TASB) format and organizational system. EPCC’s Board of Trustees authorized Dr. Serrata to begin this work and execute four TASB agreements at its October 2019 Regular Meeting, including the Community College Policy On-Line Service Agreement and the Community College Localization Agreement.	
Explanation: TASB (Legal) Policies compile federal and state laws, as well as court decisions, and provide a statutory context for TASB (Local) Policies. TASB (Legal) Policies are posted in EPCC’s TASB Portal: https://pol.tasb.org/Home/Index/435 College-specific supplement to TASB (Legal) Policies are found in corresponding TASB (Local) Policies, which require Board of Trustee approval. DMC (Termination of Employment – Reduction in Force): Allows for the provision of a reduction in force to be included in College District employees’ contracts, and references College Procedures for additional information regarding the RIF process. If approved, DMC (Local) would replace current Board Policies 3.39.01, <i>Reduction in Force of Contracted Administrative, Professional Support, and Classified Staff</i> ; and 3.40.01, <i>Reduction in Force of Full-Time Credit Faculty</i> .	
Recommendation: Approval by the Board of Trustees.	

Definitions

Definitions used in this policy are as follows:

1. "Reduction in force (RIF)" means the dismissal of an instructor, professor, administrator, classified staff employee, faculty employee, or other professional employee for reasons of financial exigency, program change, or other business necessity, as defined below.
2. "Financial exigency" means any decline in the College District's financial resources brought about by decline in enrollment, cuts in funding, decline in tax revenues, or any other actions or events that create a need for the College District to reduce financial expenditures for personnel.
3. "Program change" means any elimination, curtailment, or reorganization of a curriculum offering, program, or College District operation because of a lack of student response to particular course offerings, legislative revisions to program funding, a reorganization or consolidation of two or more divisions or departments, or any other legitimate business purpose necessitating a program change.
4. "Business necessity" is a legitimate business purpose that justifies an employment decision as effective and needed to achieve the College District's goals and ensure that operations run safely and efficiently.

General Grounds for Dismissal

All contracts shall, unless excepted by the Board, contain a provision that a reduction in force may take place when the Board determines that a financial exigency, program change, or business necessity requires that the contract of one or more instructors, professors, administrators, classified staff, faculty, or other professional employees be terminated. Such a determination constitutes the necessary good cause for termination during the contract term dismissal and/or for nonrenewal at the end of a contract term.

RIF Decisions

All determinations, decisions, and dismissals due to a reduction in force shall be made in accordance with the procedures set forth under *College District Procedure DMC-2*, for Contracted Administrative, Professional, and Classified Staff, and *College District Procedure DMC-1*, for Full-time Credit Faculty.

Appeals

Appeals of a dismissal due to a reduction in force shall be handled through the processes afforded under *College District Procedure DMC-2*, for Contracted Administrative, Professional, and Classified Staff, and *College District Procedure DMC-1*, for Full-time Credit Faculty.

Exhibit 3.1
Full-Time Institutionally-Funded Actions

Akhtar, Zaira

Program Assistant
Classified Staff
Contract Opportunities Center
Temporary Status
10/11/21 – 12/31/21
Grade D
Competitive Appointment
(Replacement Action)

Armendariz, Leslie

Administrative Associate
Classified Staff
Vice President, Instruction & Workforce
Education
10/25/21 – 08/31/22
Grade E
Competitive Appointment
(Replacement Action)

Alonso, Cynthia

Administrative Office Assistant
Classified Staff
Dean, Architecture, Art, Math, & Science
10/25/21 – 08/31/22
Grade C
Competitive Appointment
(Replacement Action)

Avila, Jonathan

Media Services Assistant
Classified Staff
Media Services
10/25/21 – 08/31/22
Grade C
Competitive Appointment
(Replacement Action)

Ansalmo Carlos, Irma

Instructor
Faculty
Nursing
Temporary (Lecturer) Status
08/16/21 – 10/24/21
Grade C/7
Noncompetitive Appointment
(New Position)

Barrientos, Socorro

Instructor
Faculty
Child Development
Temporary (Lecturer) Status
08/23/21 – 05/14/22
Grade B/3
Noncompetitive Appointment
(Replacement Action)

Ansalmo Carlos, Irma

Instructor
Faculty
Nursing
Tenure Track*
10/25/21 – 05/14/22
Grade C/7
Competitive Appointment
(Replacement Action)

Belmontes, Raul

Research Analyst
Professional Staff
Institutional Research
10/25/21 – 08/31/22
Grade C
Competitive Appointment
(Replacement Action)

Exhibit 3.1
Full-Time Institutionally-Funded Actions

CassoLopez, Jose

Program Manager
Professional Staff
Center for Corporate & Workforce Training
Temporary Status
10/01/21 – 10/31/21
Grade D
Extension of Appointment

Gonzalez, Carlos

Interim Director, Testing Services
Administrator
Testing Services
Temporary Status
09/01/21 – 08/31/22
Grade C
Extension of Appointment

Diaz, Andres

Occupational Education Lab Assistant
Classified Staff
Culinary Arts
10/25/21 – 08/31/22
Grade D
Competitive Appointment
(Replacement Action)

Gonzalez, Saul

Media Services Assistant
Classified Staff
Media Services
10/25/21 – 08/31/22
Grade C
Competitive Appointment
(Replacement Action)

Estrada, Veronica

Administrative Associate
Classified Staff
Police Department
Temporary Status
09/01/21 – 08/31/22
Grade E
Extension of Appointment

Juarez, Alisia

Instructor
Faculty
Physical Therapy Assistant
Temporary (Lecturer) Status
08/30/21 – 05/14/22
Grade A/3
Noncompetitive Appointment
(New Position)

Flores, Fernando

Associate Vice President, Budget & Financial
Services
Administrator
Budget & Financial Services
09/01/21 – 08/31/22
Grade F
Temporary Increase in Responsibilities (10%)

Lagunas, Melissa

Instructor
Faculty
Nursing
Temporary (Lecturer) Status
09/20/21 – 05/14/22
Grade C/5
Noncompetitive Appointment
(New Position)

Exhibit 3.1
Full-Time Institutionally-Funded Actions

Martinez, Joel

Media Services Assistant
Classified Staff
Media Services
10/25/21 – 08/31/22
Grade C
Competitive Appointment
(Replacement Action)

Monreal, David

Interim Assistant Director, Technical Support
Services
Professional Staff
Technical Support Services
Temporary Status
10/01/21 – 12/31/21
Grade I
Extension of Appointment

Torres-Garcia, Blanca

Coordinator, Employee Relations
Professional Staff
Human Resources
Temporary Status
09/01/21- 05/11/22
Grade D
Noncompetitive Appointment
(New Position)

*Tenure Track faculty members serve a period of five years in a faculty probationary status prior to being granted tenure status by the Board of Trustees.

Exhibit 3.1

Full-Time Institutionally-Funded Actions

The following full-time, temporary Instructors (Lecturers) are extended for the period of 08/16/21 – 05/14/22.

<u>NAME</u>	<u>DISCIPLINE</u>	<u>GRADE</u>
Campbell, Sandra	Accounting	D
Diaz, Kim	Philosophy	H
Erickson-Alvarado, Laura	Speech	E
Manriquez, John	Educational Psychology	C
New, Elizabeth	Culinary Arts	A
Olgin, John	Physics	C
Ramirez, Vanessa	Fashion Technology	B
Trejo, Guillermo	Culinary Arts	B

Exhibit 3.1
Full-Time Institutionally-Funded Actions

Advancements for Educational
Achievement:

Arellano, Jessie
Grants Specialist
Master's Degree
09/01/21

Ortigoza, Marco
Criminal Justice Instructor
Master's Degree + 30 sem hrs
08/16/21

Belmontes, Raul
Administrative Associate
Bachelor's Degree
09/01/21

Perales, Jeremy
Kinesiology Instructor
Master's Degree + 30 sem hrs
08/16/21

Garcia, Jesus
Admissions & Registration Assistant
Master's Degree
09/01/21

Samaniego, Roberto
Project Manager, Construction Services
Master's Degree
09/01/21

Gomez, Manuela
Philosophy Instructor
Master's Degree + 45 sem hrs
08/16/21

Saucedo, Brenda
Administrative Associate
Bachelor's Degree
09/01/21

Guerrero, Hafid
Nursing Instructor
Master's Degree +30 sem hrs
08/16/21

Smith, Steven
Vice President, Instruction & Workforce
Education
Doctorate
09/01/21

Hajjar, Souraya
Dean, Health, Career & Technical Education,
Math & Science
Doctorate
09/01/21

Vargas, Carlos
Psychology Instructor
Master's Degree + 60 sem hrs
08/16/21

Jimenez, Laura
Vocational Nursing Instructor
Master's Degree
08/16/21

Wallace, Jerry
History Instructor
Doctorate
08/16/21

Martinez, Martha
Financial Aid Specialist
Master's Degree
09/01/21

Exhibit 3.2
Full-Time Externally-Funded Actions

Alvarez, Iliana

Academic Advisor
Professional Staff
Early Alert
Title V Grant
Temporary Status
09/01/21 – 01/31/22
Grade C
Extension of Appointment

DeWitt, Janice

Manager, Retention Action Program
Professional Staff
Retention Action Program
Carl Perkins
Temporary Status
09/01/21 – 08/31/22
Grade D
Extension of Appointment

Armengol, Graciela

Student Assistant
Classified Staff
Student Support Services Program
U.S.D.E. – S.S.S.P.
Temporary Status
09/01/21 – 08/31/22
Grade D
Extension of Appointment

Dominguez, Leticia

Manager, College Assistance Migrant Program
Professional Staff
Community Education Program
College Assistance Migrant Program
Temporary Status
10/01/21 – 11/30/21
Grade D
Extension of Appointment

Carrillo, Maria

Student Assistant
Classified Staff
Student Support Services Program
U.S.D.E. – S.S.S.P.
Temporary Status
09/01/21 – 08/31/22
Grade D
Extension of Appointment

Gomez, Marco

Academic Advisor
Professional Staff
Early Alert
Title V Grant
Temporary Status
09/01/21 – 01/31/22
Grade C
Extension of Appointment

Cox, Jordan

Administrative Assistant
Classified Staff
Workforce Strategic Initiatives
Apprenticeship TX Expansion
Temporary Status
09/01/21 – 09/30/21
Grade C
Extension of Appointment

Lopez, Hortencia

Program Student Advisor
Professional Staff
Student Support Services Program
U.S.D.E. – S.S.S.P.
Temporary Status
09/01/21 – 08/31/22
Grade B
Extension of Appointment

Exhibit 3.2
Full-Time Externally-Funded Actions

Martinez, Crystal

Program Student Advisor
Professional Staff
Student Support Services Program
U.S.D.E. – S.S.S.P.
Temporary Status
09/01/21 – 08/31/22
Grade B
Extension of Appointment

Olivas, Elizabeth

Program Student Advisor
Professional Staff
Student Support Services Program
U.S.D.E.- S.S.S.P.
Temporary Status
09/01/21 – 08/31/22
Grade B
Extension of Appointment

Mora, Magdalena

Administrative Assistant
Classified Staff
Student Support Services Program
U.S.D.E. – S.S.S.P.
Temporary Status
09/01/21 – 08/31/22
Grade D
Extension of Appointment

Perez, Daisy

Academic Advisor
Professional Staff
Early Alert
Title V Grant
Temporary Status
09/01/21 – 01/31/22
Grade C
Extension of Appointment

Moreno, Norma

Student Assistant
Classified Staff
Student Support Services Program
U.S.D.E. – S.S.S.P.
Temporary Status
09/01/21 – 08/31/22
Grade D
Extension of Appointment

Sanchez, Marcela

Student Assistant
Classified Staff
Student Support Services Program
U.S.D.E. – S.S.S.P.
Temporary Status
09/01/21 – 08/31/22
Grade D
Extension of Appointment

Munoz, Joseph

Academic Advisor
Professional Staff
Early Alert
Title V Grant
Temporary Status
09/01/21 – 01/31/22
Grade C
Extension of Appointment

Vasquez, Raymundo

Program Manager, Workforce Strategic
Initiatives
Professional Staff
Workforce Strategic Initiatives
Texas Workforce Commission- The Hospitals
of Providence
Temporary Status
09/01/21 – 12/31/21
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

09/01/21 – 08/31/22

Grade D

Extension of Appointment

Exhibit 3.3
Information Items
(No Action Required)

Resignations:

Artalejo, Crystal
Transition Specialist
Recruitment Services
08/27/21

Dominguez de Quezada, Cristina
Instructor
Nursing
08/31/21

Gomez, Veronica
Lab Assistant II
Nursing
09/16/21

Ramos-Dayer, Cecilia
Lab Assistant III
English
09/30/21

Ruiz, Marie
Academic Advisor
Early Alert
08/13/21

Retirements:

Brown, David
Lab Manager
Arts, Communications, Career & Technical
Education and Social Sciences
09/30/21

FINANCIAL SERVICES ABSTRACT

Item(s) to be Considered:	Discussion and action on the approval to increase the amount on various existing radio stations purchase orders.	Amount: \$100,000 <i>(additional amount to previously approved \$200,000)</i>														
Requestor:	Jim Heiney	Area Responsible: Marketing & Community Relations														
Resource Persons:	Keri Moe, Jim Heiney															
Purpose:	To request approval to increase existing purchase orders by \$100,000 not to exceed \$300,000 from various radio stations for outdoor advertising for duration of fiscal year 2021-22.															
Explanation:	<p>In July 2021 the Board of Trustees approved an abstract for radio advertising with various radio stations through sole source procurement in the amount of \$200,000.</p> <p>In September 2021, the Texas Higher Education Coordinating Board allocated money to El Paso Community College for the marketing of the Texas Reskilling Grant in the amount of \$134,750. The EPCC Marketing & Community Relations Department is requesting the amount for radio advertising to be increased by \$100,000 not to exceed \$300,000 to spend the funds from this grant as allocated.</p> <p style="text-align: center;"><u>El Paso Radio Stations and Formats:</u></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">KLAQ 95.5 (Album Oriented Rock)</td> <td style="width: 50%;">KYSE 94.7 (Norteña, Grupera)</td> </tr> <tr> <td>KSII 93.1 (Hot Contemporary Adult)</td> <td>KSVE 1650 (Spanish Talk)</td> </tr> <tr> <td>KROD 600 AM (Sports Talk Radio)</td> <td>KOFX 92.3 (Classic Hits)</td> </tr> <tr> <td>KPRR 102.1 (Contemporary Hit Rhythmic)</td> <td>XHTO 104.3 (Contemporary Hits)</td> </tr> <tr> <td>KTSM 99.9 (Soft Adult Contemporary)</td> <td>XHEM 103.5 (Mexican Regional)</td> </tr> <tr> <td>KHEY 96.3 (Country)</td> <td>KBNA 97.5 (Spanish Regional)</td> </tr> <tr> <td>KINT 93.9 (Regional/Contemporary)</td> <td>XHPX-FM 98.3 (Spanish Contemporary Hits)</td> </tr> </table>		KLAQ 95.5 (Album Oriented Rock)	KYSE 94.7 (Norteña, Grupera)	KSII 93.1 (Hot Contemporary Adult)	KSVE 1650 (Spanish Talk)	KROD 600 AM (Sports Talk Radio)	KOFX 92.3 (Classic Hits)	KPRR 102.1 (Contemporary Hit Rhythmic)	XHTO 104.3 (Contemporary Hits)	KTSM 99.9 (Soft Adult Contemporary)	XHEM 103.5 (Mexican Regional)	KHEY 96.3 (Country)	KBNA 97.5 (Spanish Regional)	KINT 93.9 (Regional/Contemporary)	XHPX-FM 98.3 (Spanish Contemporary Hits)
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KHEY 96.3 (Country)	KBNA 97.5 (Spanish Regional)															
KINT 93.9 (Regional/Contemporary)	XHPX-FM 98.3 (Spanish Contemporary Hits)															
Recommendation:	Approval by the Board of Trustees.															
Vendors:	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Townsquare Media, LLC 4180 N. Mesa El Paso, TX 79902 KLAQ, KSII, KROD (600 ESPN)</td> <td style="width: 50%;">iHeart MEDIA 4045 N. Mesa El Paso, TX 79902 KPRR, KTSM, KHEY</td> </tr> <tr> <td>Entravision Communications 5426 N. Mesa El Paso, TX 79912 KINT, KYSE, KOFX, KSVE</td> <td>MVS/EXA Radio 5862 Cromo Suite 151 El Paso, TX 79912 XHPX</td> </tr> <tr> <td>Southern Radio/Grupo Radio Centro 2100 Trawood El Paso, TX 79935 XHTO, XHEM, KBNA</td> <td></td> </tr> </table>		Townsquare Media, LLC 4180 N. Mesa El Paso, TX 79902 KLAQ, KSII, KROD (600 ESPN)	iHeart MEDIA 4045 N. Mesa El Paso, TX 79902 KPRR, KTSM, KHEY	Entravision Communications 5426 N. Mesa El Paso, TX 79912 KINT, KYSE, KOFX, KSVE	MVS/EXA Radio 5862 Cromo Suite 151 El Paso, TX 79912 XHPX	Southern Radio/Grupo Radio Centro 2100 Trawood El Paso, TX 79935 XHTO, XHEM, KBNA									
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FINANCIAL SERVICES ABSTRACT

Item(s) to be Considered: Discussion and action on the approval to increase existing purchase order for Clear Channel Outdoor for outdoor advertising.	Amount: \$50,000 <i>(additional amount to previously approved \$100,000)</i>
Requestor: Jim Heiney	Area Responsible: Marketing & Community Relations
Resource Persons: Keri Moe, Jim Heiney	
<p>Purpose: To request approval to increase existing purchase order by \$50,000 not to exceed \$150,000 for college outdoor advertising with Clear Channel Outdoor for duration of fiscal year 2021-2022.</p> <p>Explanation: In July 2021 the Board of Trustees approved an abstract for outdoor advertising with Clear Channel Outdoor through sole source procurement in the amount of \$100,000.</p> <p>In September 2021, the Texas Higher Education Coordinating Board allocated funds to El Paso Community College for marketing of the Texas Reskilling Grant in the amount of \$134,750. The EPCC Marketing & Community Relations Department is requesting the amount for outdoor advertising to be increased by \$50,000 to total \$150,000 in order to spend the funds from this grant as allocated.</p>	
Recommendation: Approval by the Board of Trustees.	
Vendors: Clear Channel Outdoor 2305 Sparkman St. El Paso, TX 79903	

CURRICULUM AND INSTRUCTION ABSTRACT

<p>Item(s) to be Considered: Discussion and action on the approval of a Memorandum of Agreement with the Ysleta Independent School District (YISD) to teach Emergency Medical Services Program (EMSP) and Electrocardiography courses to YISD students.</p>	<p align="right">Amount: \$58,187</p>															
<p>Requestor: Souraya Hajjar</p>	<p>Area Responsible: Health Career and Technical Education, Math and Science</p>															
<p>Resource Persons: Steven Smith, Souraya Hajjar, Tony Ayub, Robert Elliott</p>																
<p>Purpose: To request approval of a Memorandum of Agreement with Ysleta Independent School District (YISD) to provide a program of entry-level EMSP and Electrocardiography (EKG) courses at the high school level. The program will also provide students the opportunity to participate as a dual-credit or articulated credit student. The term of this agreement shall be from August 1, 2021, through July 31, 2022.</p> <p>Explanation: EPCC faculty will provide two (2) EMSP courses and one (1) EKG course. Upon completion of a course, students will receive credit towards their AAS degree.</p> <p>Payments shall be made by YISD to EPCC in four (4) quarterly payments of \$14,546.75 invoiced at the beginning of October 2021, January 2022, April 2022, and July 2022. Indirect costs are paid at the YISD-allowed 5% of total direct costs. These payments will cover EPCC costs for instructors' salaries, instructional coordination, associated fringe benefits, and administrative support.</p> <p>The cost category of Fringe represents those employer benefit costs that vary based upon an employee's actual salary and benefit options chosen by each employee. Benefits choices include the health/dental insurance plan and retirement programs selected. Other employer benefit costs normally borne by the institution and charged to the grant also apply like workers' compensation, state unemployment insurance, life insurance, and long-term disability insurance.</p> <p>Budget Account Number: 23923-P23923 Budget Summary: \$58,187 August 1, 2021 – July 31, 2022 Detailed Budget Overview:</p> <table border="0"> <tr> <td>61110</td> <td>Instructors' salaries</td> <td align="right">\$39,271</td> </tr> <tr> <td>62000</td> <td>Fringe Benefits¹</td> <td align="right">13,745</td> </tr> <tr> <td>71910</td> <td>Indirect Costs</td> <td align="right">2,771</td> </tr> <tr> <td>72100</td> <td>In-Town Travel</td> <td align="right">2,400</td> </tr> <tr> <td></td> <td>TOTAL</td> <td align="right">\$58,187</td> </tr> </table> <p>¹Fringe benefit percentage for part-time is 0% and full-time at 35.0% with composite 35.0% fringe benefit rate.</p> <p>Recommendation: Approval by the Board of Trustees.</p>		61110	Instructors' salaries	\$39,271	62000	Fringe Benefits ¹	13,745	71910	Indirect Costs	2,771	72100	In-Town Travel	2,400		TOTAL	\$58,187
61110	Instructors' salaries	\$39,271														
62000	Fringe Benefits ¹	13,745														
71910	Indirect Costs	2,771														
72100	In-Town Travel	2,400														
	TOTAL	\$58,187														



Memorandum of Agreement
 Between
 Ysleta Independent School District
 And
 El Paso County Community College District

This agreement is made by and between the Ysleta Independent School District, 9600 Sims Drive, El Paso, TX 79925 hereinafter "YISD" and El Paso County Community College District (EPCC), P.O. Box 20500, El Paso, Texas 79998-0500, Hereinafter "EPCC". This agreement constitutes an "interlocal contract" within the meaning of, and authorized by, the Texas Interlocal Cooperation Act, Section 791.001 et. Seq. of the Texas Government Code (the "Act"). The purpose of this agreement is to provide "governmental functions or services", within the meaning of the Act. Each party paying for the performance of governmental functions or services must make those payments from current revenues available to the paying party.

- I. **SCOPE OF AGREEMENT:** To develop and provide a program of entry-level Emergency Medical Technology and Electrocardiography courses at the high school level which will provide students the opportunity to participate as dual-credit or articulated credit student. The agreement will allow students at the Health Professions Academy at Bel-Air High School to participate.

- II. **PERFORMANCE PERIOD:** The term of this agreement shall be from August 1, 2021, through July 31, 2022. This agreement may be extended for future annual periods by an amendment to this agreement signed by both parties, which includes the amount of funding for that renewal period and any changes or additions to the terms and conditions of this agreement.

- III. **Funding:**
 1. In return for the services provided by EPCC as are required by this agreement for this annual period, the YISD hereby agrees to pay EPCC the sum of \$58,187.00 of four (4) equal payments shall be made quarterly in the sum of \$14,546.75 invoiced at the beginning of October, January, April, and July. This annual funding level is based on the cost to EPCC for instructor's salaries, instructional coordination, associated fringe benefits, and administrative support. The total cost will be required to conduct two (2) EMT Classes and one (1) ECG class at Bel-Air High

School.

2. Any additional or expanded services falling within the scope of this agreement, including the cost thereof, which are mutually agreed to by the parties shall be implemented by a written amendment signed by both parties. Any associated billing and payment process and schedules shall be specified in the authorizing written amendment.
3. Any additional meetings required by the school district beyond the scope of this agreement, such as staff development and/or training sessions must be requested in advance in writing by someone in authority and approved by the program coordinator. EPCC will generate an invoice for the specific faculty cost and submit it to the YISD for payment.
4. To the extent required by Sec.791.011, Government Code, YISD shall make payments due hereunder only from current revenues available at YISD.

IV. **Definitions:**

1. **Articulated Credit:** A course that is taken in high school, usually by juniors or seniors that has been determined to have the same course content as an EPCC course. Students must earn a minimum grade; usually, an 80 or 85, graduate from high school, enroll at EPCC, declare a major in a field that requires the articulated course, and then have their transcript evaluated.
2. **BLS:** Basic Life Support.
3. **Dual Credit:** A process by which a high school junior or senior student enrolls in a college course and receives simultaneous academic credit for the course from the college and high school.
4. **DSHS:** Texas Department of State Health Services.
5. **EMSP:** Emergency Medical Services Paramedic Program
6. **EMT:** Emergency Medical Technician (Level of Certification).
7. **FERPA:** Family Education Rights and Privacy Act of 1974 (20 U.S.C. paragraphs 123234 CFR Part 99)
8. **HIPAA:** Health Information Portability and Accountability Act of 1996.
9. **HOSA:** Health Occupations Students of America.

10. **HSTE:** Health Science Technology Education.
11. **National Registry of Emergency Medical Technicians:** National agency that administers the national certification exam.
12. **Student/Instructor Ratios:** Ratio recommendations for curriculum instruction from the National Registry of EMT's, Texas Department of State Health Services, and the American Heart Association which is currently one (1) instructor for eight (8) students. The approved class(s) size may not exceed twelve (12) students to maintain the appropriate ratio during skills practice.
13. **TEA:** Texas Education Agency.

V. **RESPONSIBILITIES OF YISD**

YISD agrees to:

1. Abide by the college's dual credit policies and procedures for all dual credit students.
2. Offer a high school course(s) in health occupations at Bel Air High School, 731 Yarbrough Drive ("High School"), using the current curriculum from the EPCC EMSP 1501 Emergency Medical Technician course, and EMSP 1160 Clinical Medical Technology I, and ECRD 1211 Electrocardiography.
3. Provide all course materials including textbooks, workbooks, equipment, and supplies required for the EPCC Emergency Medical Technician courses and Electrocardiography courses. All equipment and supplies must be contemporary and in good working condition. Textbooks and workbooks, either paper or electronic shall be the current publication identified by EPCC.
4. Provide a secure storage area to use for records, equipment, supplies and materials utilized in the EMT and ECG program.
5. Coordinate with EPCC in the award of dual credit and/or articulation grades to high school students upon successful completion of EMT and ECG courses.

6. Provide technical support for all classroom computers, monitors and audio-visual equipment to ensure that all equipment is maintained in working order for in class and by students for course work.
7. Offer existing health occupations courses for juniors and seniors which will include existing competencies already articulated and BLS Certification (American Heart Association-Healthcare Provider).
8. Conduct annual updates of articulation and dual credit documents to ensure adherence to established procedures for maintaining articulation and dual credit instructions.
9. Actively recruit and utilize selective admission criteria for students entering the EMT and ECG programs. Requirements for admission must include as a minimum the following:
 - a) Physical examination with no limitations (Exam not older than 2 years).
 - b) Complete titer(s) and immunization record (to include all clinical site requirements).
 - c) Basic Life Support (BLS) certification (certification not older than 1 year).
 - d) Current clear background check and drug screen as required by the program.
 - e) Possess a complete uniform and equipment.
 - f) Complete all site-specific orientations.
10. Provide adequate laboratory and classroom space for EMT and ECG courses.
11. Maintain a community-based health occupations advisory committee with representation from the EPCC EMSP program.
12. Maintain required minimum professional practice (liability) insurance for the YISD's articulated students enrolled in the high school EMT and ECG programs.
13. Provide input on the evaluation of the performance of the faculty members assigned to the EMT and ECG programs.

14. Provide information on student performance to EPCC for program evaluation and reporting to accrediting agencies.
15. Participate in site visits from accrediting agencies upon request.
16. Participate HOSA activities during Classroom hours if required.
17. Maintain all required student and faculty records, with due regard to the requirements of FERPA and HIPAA.

VI. RESPONSIBILITIES OF EPCC

EPCC agrees to:

1. In consultation with YISD, and based on student enrollment numbers, provide faculty member(s) meeting EPCC credentialing requirements for the position. The faculty assigned will be responsible for providing EMT and ECG education and training only. A class shall not exceed twelve (12) students per instructor. EPCC shall provide appropriately credential instructors as substitutes when necessary.

In consultation with YISD, and based on student enrollment numbers, provide faculty member(s) meeting EPCC credentialing requirements for the position to teach up to three (3) sections of EMSP 1501, three (3) sections of EMSP 1160 and three (3) sections of ECRD 1211 over two (2) semesters. The faculty assigned will be responsible for providing EMT/ECG-Basic education and training only. A class shall not exceed twelve (12) students per instructor. EPCC shall provide appropriately credentialed instructors as substitutes when necessary. EPCC faculty shall provide instruction onsite at High School.

2. Be solely responsible for payment of all wages, taxes, insurance, and benefits due to or on behalf of any EPCC employee because of their employment by EPCC. EPCC will at all times be the employer of record of faculty assigned under this contract.
3. No later than thirty (30) days before the first-class session, provide a master copy (at no cost to YISD) of the course packets (EMSP 1501 and EMSP 1160, and ECRD 1211) to YISD for duplication as necessary for student use.

4. Coordinate this program with the Texas Department of State Health Services and the National Registry EMT, to include filing of Course Notification Approval forms, Course Completion Rosters, the Medical Director, and maintain records as required by law.
5. Coordinate the ECG program with NHA, including the filing of all necessary paperwork for course completion and maintain records as required by law.
6. Maintain accreditation requirements with the Texas Department of Health Services, The American Heart Association, and the National Registry of EMT's.
7. Coordinate all student clinical rotation on the hospital and ambulance environment.
8. Maintain a YISD representative to the EMSP Advisory Committee at EPPC.
9. Participate in HOSA activities during the classroom hours, if required.
10. Maintain all required student records with due regard to the requirements of FERPA and HIPAA.
11. Submit certification to YISD, on the form provided herein, that for each covered employee of EPCC EMT Paramedic and/or ECG Programs who will have direct contact with students, EPCC has obtained, as required by Texas Education Code Section 22.0834: **a.** state criminal history record information from a law enforcement or criminal justice agency or a private entity that is a consumer reporting agency governed by the Fair Credit Reporting Act (15 U.S.C. Section 1681 et seq.) for each covered employee of EPCC employed before January 1, 2008. **b.** national criminal history record information for each employee of EPCC employed on or after January 1, 2008. It is EPCC's responsibility to notify YISD of any changes in personnel working on YISD's property (i.e. termination, new hire, etc.).

The law requires each contractor or subcontractor to send or ensure that the covered employee sends information to DPS that is required for obtaining criminal history record information. The contractor or subcontractor, not the District, must contact DPS directly to set up a FACT Clearinghouse account to obtain national criminal histories. The

contractor or subcontractor is responsible for any costs associated with obtaining the criminal record checks.

VII. **AMENDMENTS**

The agreement may be amended in whole or in part by a written amendment signed by both parties.

VIII. **TERMINATIONS**

This agreement may be terminated in whole or in part by either party giving thirty (30) days written notice to the other party. Such notice shall be sent by certified mail, return receipt requested, to the address of the other party as listed above. However, such termination shall not take effect with regard to students already enrolled in a specific EMT or ECG course of the program until such time as those students have completed their respective program of study or until alternative arrangements have been established. Associated obligations and costs shall be stabled as part of a written termination agreement signed by both parties and which shall be incorporated as part of this MOA.

IX. **THIRD-PARTY BENEFICIARY**

Nothing in this agreement is intended to or does operate to create any third-party beneficiary rights.

X. **RELATIONSHIP OF THE PARTIES**

Nothing contained in this agreement shall be construed as establishing a legal partnership or joint obligation among the parties hereto. Each party retains the right to conduct its business as it sees fit.

XI. **LIABILITIES OF THE PARTIES**

This agreement is intended to alter or reallocate any defense or immunity presently authorized by law or to create or alter any liability arising under the law. YISD and EPCC shall each bear any liability or risk of loss for claims arising from acts or omissions of their respective employees and agents. Each party agrees that it shall be responsible for its own officers, agents, or employees who performing duties under this agreement and neither shall be liable or responsible for the acts or omissions of the other's officers, agents, or employees. YISD and EPCC expressly maintain all rights of governmental immunity or sovereign immunity from litigation or liability, to extent provided by applicable law. This agreement does not create any obligation by one party to indemnify the other.

XII. DISPUTES

Should any dispute concerning any fact, interpretation, allowable costs, or other matter arise during the performance of this agreement, it shall be resolved as follows:

1. Every reasonable effort shall be made to resolve the said dispute(s) through informal discussions between EPCC'S Project Coordinator and the assigned representative of the YISD.
2. Should informal discussions fail to resolve any disputed issues with a reasonable amount of time, or within five (5) mutual working days following a written request by the YISD, EPCC shall issue a written statement which (1) identifies the unresolved issue(s), (2) states the history and facts underlying the issue(s), (3) clearly states EPCC's determination regarding the said issue(s) and the basis for EPCC's determination(s), and (4) includes a statement that the determination is final EPCC.
3. Following receipt of this determination by the YISD, either party may then pursue any other legal remedies as may be available to the party.
4. In the alternative, if agreeable to both parties and subject to terms and conditions agreeable to both parties, a dispute(s) may be resolved through arbitration.

XIII. SPECIAL CIRCUMSTANCES

Due to the ongoing situation with the COVID19 pandemic, all safety precautions will be in effect until further notice. The safety of students, faculty, and staff will be of paramount concern. Guidelines and regulations provided by the Centers for Disease Control (CDC), Federal and State governments, El Paso Community College and School District administration will be reviewed and followed. Since this is an evolving and ever-changing situation, constant updates and revisions to safety, curriculum, and administrative requirements may have to be made throughout the life of this MOU.

XIV. APPLICABLE LAW

This agreement shall be construed and enforced in the accordance with the laws of to the United States of America and State of Texas.

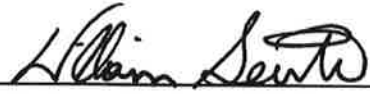
XV. ENTIRETY OF AGREEMENT

This agreement shall constitute the entire and only agreement between the parties relating to the project described therein: and supersedes all prior agreements and discussions, whether written or oral.

In Witness Whereof, the parties have caused this Agreement to be executed by their duly authorized representatives.

Signatures:


For: El Paso County Community College District



William Serrata, Ph.D.
President, El Paso County Community College

Date: 9/3/21

For: Ysleta Independent School District



Cruz A. Ochoa
President, Board of Trustees

Date: 09/07/2021

CURRICULUM AND INSTRUCTION ABSTRACT

Item(s) to be Considered:	Discussion and action on the approval of the Texas Higher Education Coordinating Board (THECB) - Carl D. Perkins Basic Grant.	Amount: \$765,905																											
Requestor: Robert Elliott	Area Responsible: Grants Management Office																												
Resource Persons: Steven Smith, Carlos Amaya, Robert Elliott																													
Purpose:	The purpose of the Carl D. Perkins Career and Technical Education (CTE) Act of 2006, as reauthorized by the Strengthening Career and Technical Education for the 21st Century Act, is to provide program improvement, innovation, and student support services for students in career and technical education. Emphasis is placed on the recruitment and retention of students who might otherwise not have an opportunity to participate in higher education.																												
Explanation:	<p>The federally sourced funds provide for curriculum development of new or enhanced career/technical programs, purchase of instructional equipment and supplies, and faculty/staff professional development activities. In addition, the funds provide special tutoring support and other CTE student support services.</p> <p>Dependent on the COVID-19 pandemic and EPCC travel policy status, travel funds will primarily be used for virtual conference registration costs. THECB limits indirect costs to no more than 5% of direct program expenditures.</p> <p>The cost category of Fringe represents those employer benefit costs that vary based upon an employee's actual salary and benefit options chosen by each employee. Benefits choices include the health/dental insurance plan and retirement programs selected. Other employer benefit costs normally borne by the institution and charged to the grant also apply like workers' compensation, state unemployment insurance, life insurance, and long-term disability insurance.</p>																												
<p>Budget Account Number: C24273 through C24287 Budget Summary: \$765,905 September 1, 2021 – August 31, 2022 Detailed Budget Overview:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;">60000</td> <td style="width: 65%;">Wages</td> <td style="width: 20%; text-align: right;">\$341,687</td> </tr> <tr> <td>62000</td> <td>Fringe Benefits¹</td> <td style="text-align: right;">72,780</td> </tr> <tr> <td>71000</td> <td>Equipment and Supplies</td> <td style="text-align: right;">97,105</td> </tr> <tr> <td>71317</td> <td>Professional/ Technical Services (Student Note- Takers)</td> <td style="text-align: right;">8,200</td> </tr> <tr> <td>71445</td> <td>Training (Registration Fees)</td> <td style="text-align: right;">11,740</td> </tr> <tr> <td>71910</td> <td>Administration-Indirect Costs</td> <td style="text-align: right;">36,471</td> </tr> <tr> <td>72000</td> <td>Travel</td> <td style="text-align: right;">42,460</td> </tr> <tr> <td>73152</td> <td>Equipment (over \$5,000/unit)</td> <td style="text-align: right;"><u>155,462</u></td> </tr> <tr> <td></td> <td>TOTAL</td> <td style="text-align: right;">\$765,905</td> </tr> </table>			60000	Wages	\$341,687	62000	Fringe Benefits ¹	72,780	71000	Equipment and Supplies	97,105	71317	Professional/ Technical Services (Student Note- Takers)	8,200	71445	Training (Registration Fees)	11,740	71910	Administration-Indirect Costs	36,471	72000	Travel	42,460	73152	Equipment (over \$5,000/unit)	<u>155,462</u>		TOTAL	\$765,905
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<p>¹Average overall fringe benefit rate is 21.8%. Part-time rate is 10.5% and full-time only average rate is 30.9%.</p>																													
Recommendation:	Approval by the Board of Trustees.																												

THECB Award Number:

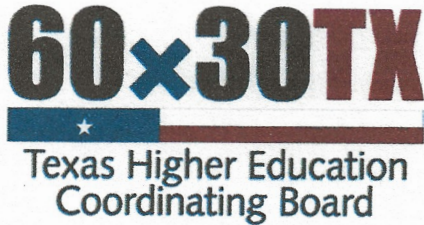
24987

Appropriation Year:

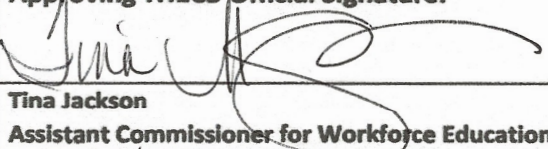
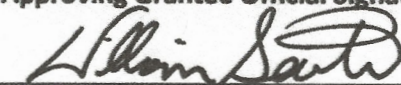
AY22 Sep 2021 - Aug 2022

Federal Fiscal Year:

22



**Notice of
Federal Grant Award
to
El Paso Community College District**

Grantee's Name and Address: El Paso Community College District P.O. Box 20500 El Paso, TX 79998	Federal Grant Title: Career and Technical Education - Basic Grants
	CFDA: 84.048
	Federal Grant Award Number: 2242020271
Amount of Award: \$ 765,905.00	Term of Grant: 9/1/2021 to 8/31/2022
	Federal Grant Funding Agency: Department of Education Federal Grant Funding Agency Award Date: July 1, 2021 Research and Development Award: No
	DUNS Number: 030160782
Payment Method: Reimbursement	Congressional District Location: 16 Congressional District Place of Performance: 16
Authority: P.L. 109-270, Title I, Part A, Sec. 112; Part B Sec. 121 and 124; Part C, Sec. 132; 34 CFR 403.70 Authorizing legislation & 71; Subpart E; and TEC 7.109(c)	
<p>The Texas Higher Education Coordinating Board's ("THECB") and the Grantee's (collectively, referred to as "the parties") execution of this Notice of Grant Award creates a legally binding agreement between the parties. The Program requirements (e.g., objectives, scope, budget, methodology) as stated in (1) the original Request for Application (RFA) including any addenda issued, (2) the addenda to Grantee's Application (if any), and (3) Grantee's Application are incorporated into and made a part of this Notice of Grant Award for all purposes, supersede any prior or contemporaneous understandings between the parties pertaining to the subject matter herein whether oral or written, and collectively constitute the entire agreement between the parties. In the event of a conflict in the language contained in the incorporated documents, conflicts shall be resolved by reference to the language contained in the documents in the order listed above.</p> <p>Any changes in the approved Grant must follow THECB's amendment process as defined in the RFA. Any funds received by Grantee and not expended prior to the end of the grant term indicated above shall be returned to THECB within thirty (30) days unless otherwise agreed by THECB and Grantee.</p>	
Approving THECB Official Signature: 	Approving Grantee Official Signature: 
Tina Jackson Assistant Commissioner for Workforce Education	William Serrata, Ph.D. President
Date: 9/3/21	Date: 9/2/21

CURRICULUM AND INSTRUCTION ABSTRACT

Item(s) to be Considered: Discussion and action on the acceptance of a grant from the Texas Workforce Commission.	Amount: \$296,873												
Requestor: Carmen Aguilera-Goerner	Area Responsible: Workforce Strategic Initiatives												
Resource Persons: Steven Smith, Carmen Aguilera-Goerner, Robert Elliott													
<p>Purpose: To approve this grant which will increase the workforce capacity in the El Paso area by offering training opportunities to local Apprenticeship sponsors. Approximately 76,910 contact hours of training for continuing programs will occur under this program in skill areas of Electricians, Cement Mason/Cement Finisher, Painters, HVAC Technician, Plumber, Operating Engineer, Bricklayer, Motor Grader Operator, Electronic Systems Technician, Iron Worker, Pipefitter, Drywall Applicator, Plasterer, and Taper.</p> <p>Explanation: Apprenticeship training is a structured system of job training 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 on contact hours.</p> <p>Of the twelve (12) apprenticeship partners for FY20-21, the Independent Electrical Contractors of El Paso (IEC) is the only partner that will receive more than \$50,000.00 in funding. The current total allocation for the Independent Electrical Contractors of El Paso (IEC) for this year is \$99,446.</p> <p>The cost category of Fringe represents those employer benefit costs that vary based upon an employee's actual salary and benefit options chosen by each employee. Benefits choices include the health/dental insurance plan and retirement programs selected. Other employer benefit costs normally borne by the institution and charged to the grant also apply like workers' compensation, state unemployment insurance, life insurance, and long-term disability insurance.</p> <p style="text-align: center;">Budget Account Number: 22742-E22742 Budget Summary: \$296,873 September 1, 2021 – August 31, 2022 Detailed Budget Overview:</p> <table style="margin-left: auto; margin-right: auto; border-collapse: collapse;"> <tr> <td style="padding: 2px 10px 2px 10px;">61065</td> <td style="padding: 2px 10px 2px 10px;">Classified Staff FT</td> <td style="padding: 2px 10px 2px 10px; text-align: right;">\$30,224</td> </tr> <tr> <td style="padding: 2px 10px 2px 10px;">62000</td> <td style="padding: 2px 10px 2px 10px;">Fringe Benefits¹</td> <td style="padding: 2px 10px 2px 10px; text-align: right;">\$12,953</td> </tr> <tr> <td style="padding: 2px 10px 2px 10px;">71317</td> <td style="padding: 2px 10px 2px 10px;">Other Professional/Tech</td> <td style="padding: 2px 10px 2px 10px; text-align: right;">\$253,696</td> </tr> <tr> <td colspan="2" style="padding: 2px 10px 2px 10px;">TOTAL</td> <td style="padding: 2px 10px 2px 10px; text-align: right;">\$296,873</td> </tr> </table> <p>¹Full-time fringe benefit rate is 43%, Part-time fringe benefit rate is 0%, and overall composite fringe benefit rate is 43%</p>		61065	Classified Staff FT	\$30,224	62000	Fringe Benefits ¹	\$12,953	71317	Other Professional/Tech	\$253,696	TOTAL		\$296,873
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71317	Other Professional/Tech	\$253,696											
TOTAL		\$296,873											
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 U.S. Department of Labor Susan Harwood Training Program – American Rescue Plan Act FY21.	Amount: \$200,000																														
Requestor:	Barry Bogle	Area Responsible: Risk Management Institute																														
Resource Persons:	Steven Smith, Barry Bogle, Robert Elliott																															
Purpose:	<p>To provide occupational workplace safety and health training on infectious diseases, including COVID-19, that will focus on educating limited-English speaking and low literacy workers, including young, temporary, minority, or other hard-to-reach workers of local small businesses. The program offers training and education for small business workers on the recognition, avoidance, and prevention of occupational safety hazards in their workplace and inform workers of their rights and employers of their responsibilities under the Occupational Safety and Health Act. Classes will be taught in English and Spanish.</p>																															
Explanation:	<p>The Risk Management Institute will educate 850 qualifying workers with a two-hour session addressing how infectious diseases commonly spread in the workplace. The budget will cover existing part-time faculty (instruction and recruitment hours), existing part-time clerk hours, instructional materials/supplies, and travel. Dependent on the status of the COVID-19 pandemic, EPCC travel policy, and funder-required meeting date, out-of-town travel cost savings will be re-budgeted in the grant period’s final quarter. Funding is provided by the U.S. Department of Labor.</p> <p>The cost category of fringe represents those employer benefit costs that vary based upon an employee’s actual salary and benefit options chosen by each employee. Benefits choices include the health/dental insurance plan and retirement programs selected. Other employer benefit costs normally borne by the institution and charged to the grant also apply like workers’ compensation, state unemployment insurance, life insurance, and long-term disability insurance.</p> <p style="text-align: center;">Budget Account Number: 21722-F21722: Budget Summary: \$200,000 September 30, 2021 – March 31, 2023 Detailed Budget Overview:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;">61000</td> <td style="width: 65%;">Instructor Pool PT</td> <td style="width: 20%; text-align: right;">\$116,685</td> </tr> <tr> <td>61601</td> <td>Classified Staff PT</td> <td style="text-align: right;">16,162</td> </tr> <tr> <td>62000</td> <td>Fringe Benefits¹</td> <td style="text-align: right;">13,949</td> </tr> <tr> <td>71120</td> <td>Office Supplies²</td> <td style="text-align: right;">1,000</td> </tr> <tr> <td>71130</td> <td>Instructional Supplies</td> <td style="text-align: right;">564</td> </tr> <tr> <td>71330</td> <td>Printing/Duplicating - Internal</td> <td style="text-align: right;">1,000</td> </tr> <tr> <td>71910</td> <td>Indirect Costs²</td> <td style="text-align: right;">46,086</td> </tr> <tr> <td>72100</td> <td>In-Town Travel</td> <td style="text-align: right;">1,640</td> </tr> <tr> <td>72200</td> <td>Out-of-Town Travel²</td> <td style="text-align: right;">2,914</td> </tr> <tr> <td></td> <td>TOTAL BUDGET</td> <td style="text-align: right;">\$200,000</td> </tr> </table> <p>¹Fringe benefit percentage for part-time is 10.5% and full-time at 0% with composite 10.5% fringe benefit rate. ²Funder caps administrative costs to 25% of total grant.</p>		61000	Instructor Pool PT	\$116,685	61601	Classified Staff PT	16,162	62000	Fringe Benefits ¹	13,949	71120	Office Supplies ²	1,000	71130	Instructional Supplies	564	71330	Printing/Duplicating - Internal	1,000	71910	Indirect Costs ²	46,086	72100	In-Town Travel	1,640	72200	Out-of-Town Travel ²	2,914		TOTAL BUDGET	\$200,000
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	TOTAL BUDGET	\$200,000																														
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: Steven Smith	Area Responsible: Workforce and Continuing Education
Resource Persons: Steven Smith	
Purpose: To approve tuition rates for new CE courses.	
Explanation: As new courses are brought into the inventory; the Board of Trustees approves the associated tuition rates.	
Recommendation: Approval by the Board of Trustees.	

COURSE	TITLE	HOURS	TUITION
CE Health			
AHP 552	EKG Technician	48	\$420
AHP 553	Fitness Kickboxing	12	\$75
AHP 554	Reiki Level 1	8	\$75
AHP 555	Reiki Level 2	8	\$75
AHP 556	Proprioception in Massage	7	\$73
AHP 557	Energetic Mechanics	7	\$73
AHP 558	Touching, Body Reading Fascia	8	\$75
AHP 559	Reiki Master	8	\$75
AHP 560	Patient Care Technician	48	\$500
WSI 127	Behavioral Health for Nurses	4	\$399
Center for College Access and Development			
WPL 813	Pre-Apprenticeship Math	6	\$50
Center for Corporate and Workforce Training			
WSI 128	Basic PLC	48	\$826
WSI 129	Cost of Quality (CQT)	4	\$359
WSI 131	Lean Six Sigma	40	\$1,800
Personal Enrichment			
PIO 200	FreightBrokerAgentTrainingOnl	180	\$1,895
PIO 201	Chartered Tax Professional Onl	180	\$1,895
PIO 202	Child Dev Assoc Trng – Onl	120	\$1,000
PIO 203	Home Inspection Cert – Online	200	2,295
PIO 204	HR Prof.wPayrollpRCMngmnt Onl.	220	\$2,995
PIO 205	Certified Paralegal – Online	225	\$2,400
PIO 206	CompTIA Cloud+Cert. Trng.-Onl	75	\$1,695
PIO 207	Python Developer – Online	155	\$1,100
PIO 208	MS Excel 2019 Cert. Trng.-Onl	70	\$800
PIO 209	Cert.Residntl InteriDsignr-Onl	120	\$1,995
PIO 210	ProjMngmt.Essn.CAPM Prep-Onl	100	\$1,195

STUDENT SERVICES ABSTRACT

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

COURSE	TITLE	OLD HOURS	OLD TUITION	NEW HOURS	NEW TUITION	COMMENTS
Personal Enrichment						
PIA 477	Home Gardening in El Paso	16	\$80	16	\$100	Increasing tuition to meet vendors price and will afford course to open with 4 students.
PIA 545	Beginning Sewing	16	\$80	16	\$100	Increasing tuition due to increase in faculty salary for Fall 2021.
PIA 558	Intermediate Sewing	16	\$85	16	\$100	Increasing tuition due to increase in faculty salary for Fall 2021.
PIA 628	Interior Design 101	12	\$65	12	\$85	Increasing tuition due to increase in faculty salary for Fall 2021.
PIA 786	Basic American Quilting	16	\$85	16	\$100	Increasing tuition due to increase in faculty salary for Fall 2021.
PIA 902	Crochet	12	\$65	12	\$85	Increasing tuition due to increase in faculty salary for Fall 2021.

COMMUNITY SERVICES ABSTRACT

Item(s) to be Considered: Discussion and action on the approval to accept two (2) pieces of donated equipment from El Paso Children’s Hospital for use in the Respiratory Care Technology Program at the Rio Grande Campus.	
Requestor: Souraya Hajjar	Area Responsible: Health Career and Technical Education, Math & Science Division
Resource Persons: Steven Smith, Keri Moe, Souraya Hajjar, Fred Torres	
Purpose: To request approval to accept donated equipment valued at \$15,400 to be used in the Respiratory Care Technology Program.	
Explanation: The donated equipment includes: <ul style="list-style-type: none">(1) Crossvent 4+ ventilator, which offers a wide range of ventilatory support for infant, pediatric, and adult patients. The ventilator, valued at \$5,900, can be used in various settings, including air and ground transportation to sub-acute care and from ICU to ER. (2) The SERVO-i ventilator, valued at \$9,500, combines a high level of clinical performance for invasive, non-invasive, or neurally controlled ventilation with outstanding mobility for infant and adult patients.	
Recommendation: Approval by the Board of Trustees.	