The regular meeting of the Laredo Community College Board of Trustees convened on Thursday, February 25, 2010, beginning at 6:00 p.m. in the Samuel A. Meyer Board Room Laird Hall 124 of the Fort McIntosh Campus.

Members present:
- Pete Saenz, Jr., President
- Cynthia Mares, Vice President
- Carlos Carranco, Jr. (arrived 6:52 p.m.)
- Hilario Cavazos, III
- Leonides G. Cigarroa, Jr.
- Rene De La Viña
- Mercurio Martinez, Jr. (arrived 7:08 p.m.)
- Edward C. Sherwood
- Alfonso Martinez, Ex-officio

Members absent:
- Belinda Guerra, Secretary

Others:
- Juan L. Maldonado
- Eleazar Gonzalez
- Federico Solis Jr.
- George Meurer, College Attorney
- Jessica D. García, Director for Adult Basic Education
- Robert Sepulveda
- Ralph Peña and Alfonso Peña

Call to Order
Mr. Saenz called the meeting to order. Dr. Cigarroa called the roll. A quorum of the members was present. Mr. Cavazos mentioned Mr. Martinez should be arriving late.

Approval of Minutes
Mr. Sherwood moved that the minutes be adopted as presented. Mr. Cavazos seconded the motion; motion carried unanimously.

Public Testimony
Jesse Porras addressed the Board regarding the vacancy on the Board, indicated he was ready to serve based on his experience and knowledge of College processes, and expressed his support of the Veterans Memorial Monument.

Valentin Jorge Cuellar, disabled combat veteran of the U. S. Navy, commended the LCC staff for their work in addressing veterans’ needs, mentioned returning veterans received training to return to society’s workforce were able to do so at LJC because of the G.I. Bill, and requested the Board’s consideration for a monument honoring all branches of the armed forces.

Yolanda Chavez, LCC Student and dorm resident, addressed the Board regarding the loss of the dorms and its effect on her educational career.

Kamil Faheed, student and dorm resident, addressed the Board on his and Luis Torres’ behalf regarding the dorms and asked if the Board had made the final decision to take down the dorms.

Mr. Saenz confirmed that the Board had made that decision and
indicated that more discussion would follow. He thanked the persons who signed up for public testimony to bring up these issues before the Board.

Dr. Juan L. Maldonado, College President, presented the following:

- The basic Jail school obtained a 100% passing rate during the first-time testing of the (TCLEOSE) licensing exam under the direction of Donald Hale.

- P-16 Council for Educational Excellence held a symposium at TAMIU on Saturday, February 6th, to address the language skills of the students and explore the best practices for student learning in the border region. Dr. Elena Izquierdo, Asso. Professor from UT El Paso’s College of Education, language expert was the keynote speaker.

- Mr. Pete Saenz, Jr., Board President, read Ms. Belinda Guerra’s letter of resignation effective February 28, 2010.

- Introduced student representative, Nicolas Trevino, member of the Percussion Club. He graduated from J.B. Alexander High School who majors in Secondary Music Education, and will transfer to UT in San Antonio.

- Introduced new employee: Marlene J. Guevara – Web Technologies Manager.

Dr. Alfonso Martinez, Faculty Assembly President, mentioned he is preparing for their next meeting. He thanked Dr. Maldonado, all administrators and staff for their assistance in responding to their questions.

Mr. Cavazos made a motion to move up Item 14. The motion was seconded by Mr. De La Viña; motion carried.

Mr. De la Viña introduced Mr. Valentín Cuellar and Mr. Delfino Garza Jr., Architect, who presented information on the design and the project at an estimated cost of $200,000. The Board discussed funding. Dr. Cigarroa made a motion that the Board approve the design presented and was seconded by Ms. Mares. Dr. Cigarroa amended his motion that the Laredo Veterans Coalition present a cost proposal to the Board and Ms. Mares seconded the amendment. A vote on the amendment was taken and passed. A vote on the motion was taken; motion carried unanimously.

Ms. Jessica D. Garcia, Director for the Adult Basic Education (ABE) Department, presented the Board with a detailed informational report regarding enrollment, waiting lists, program costs, performance measures, possible additional funding, and future plans for ABE. She answered questions from Board Members; no action was required.

Mr. De La Viña reported he brought this issue up because of the importance of safety and to ensure that salaries for the officers were competitive. Mr. Eleazar Gonzalez, Chief Administrative & Financial Officer, distributed the information prepared by Mr. Lee Spain. The salary comparative information was accepted by the Board; no action was required.

Mr. Federico Solis, Jr., Vice President for Instruction, provided the information on the process for the development of the calendar. He
REPORTED 154 DAYS OF INSTRUCTION ARE FOR THE FALL AND SPRING SEMESTERS AND 40 DAYS OF INSTRUCTION FOR BOTH SUMMER SESSIONS. THE CALENDAR REFLECTS THE SAME NUMBER OF HOLIDAYS AS INCLUDED FOR THE PAST THREE YEARS. HE INDICATED THE SUMMER SESSION FIRST CLASS DAY WILL OCCUR BEFORE THE HIGH SCHOOL GRADUATION DATE; HOWEVER, ARRANGEMENTS WILL BE MADE TO HANDLE THIS MATTER ACCORDINGLY. DISCUSSION FOLLOWED. MS. MARES MADE A MOTION THAT THE BOARD APPROVE THE 2010-2011 INSTRUCTIONAL CALENDAR AS PRESENTED. MR. CAVAZOS SECONDED THE MOTION; MOTION CARRIED UNANIMOUSLY.

RESOLUTION TO ADJUST THE TERMS OF OFFICE TO CONFORM TO THE NEW ELECTION DATE OF NOVEMBER 2010 AS REQUIRED BY SECTION 41.0052 OF THE TEXAS EDUCATION CODE

DR. MALDONADO REPORTED THAT MR. MEURER INDICATED ONCE THE ATTORNEY GENERAL APPROVED THE BOARD’S REQUEST TO CHANGE THE ELECTION DATE, THE BOARD HAD TO FORMALLY AUTHORIZE THE CHANGE IN THE FORM OF ADOPTING A RESOLUTION. MR. MEURER PREPARED THE RESOLUTION PRESENTED. DISCUSSION FOLLOWED. MS. MARES READ AND MOVED THAT THE RESOLUTION BE ADOPTED AS PRESENTED. MR. CARRANCO SECONDED THE MOTION; MOTION CARRIED UNANIMOUSLY. MR. MARTINEZ REQUESTED THE REGISTRATION DATES FOR THE CANDIDATES RUNNING FOR RE-ELECTION.

RESOLUTION FOR BOARD TO MAINTAIN THE GENERAL OPERATIONS FUND BALANCE AT A LEVEL BETWEEN ____% AND ____% OF THE GENERAL OPERATING BUDGET

DR. MALDONADO REPORTED THAT DURING INITIAL DISCUSSIONS MR. ROBERT TIJERINA, FINANCIAL ADVISOR, RECOMMENDED RESOLUTION BE ADOPTED BY THE BOARD COMMITTING TO MAINTAIN THE RESERVE FUND BALANCE AT A MINIMUM RATE OF 15% OF THE GENERAL OPERATING BUDGET. THIS WOULD BE PRESENTED TO THE RATING COMPANIES WHEN DEALING WITH THE FINANCIAL STRATEGIES FOR THE REVENUE BONDS AND MAINTENANCE TAX BONDS. HE PRESENTED THE DETAILS OF THE RESOLUTION. DISCUSSION FOLLOWED. MS. MARES READ AND MOVED THAT THE RESOLUTION BE ADOPTED AS PRESENTED. MR. MARTINEZ SECONDED THE MOTION; MOTION CARRIED UNANIMOUSLY.

FINANCE & AUDIT COMMITTEE REPORT

MS. MARES REPORTED THE COMMITTEE WAS PRESENTED WITH DETAILS OF THIS SYSTEM. MR. GONZALEZ REPORTED THIS WEB BASED SYSTEM WOULD ALLOW THE BURSAR THE CAPABILITY TO PROVIDE PAYMENT ASPECT SERVICES TO STUDENTS VIA ON-LINE. BY MAKING THESE SERVICES AVAILABLE ON-LINE, IT DECREASES LINES AND WAITING TIME FOR STUDENTS MAKING PAYMENT ARRANGEMENTS. THIS SYSTEM WOULD ASSUME THE FINANCIAL LIABILITY AND MEET COMPLIANCE REQUIREMENTS FOR THE PAYMENT APPLICATIONS DATA SECURITY STANDARD (PA-DSS) AND PAYMENT CARD INDUSTRY DATA SECURITY STANDARD (PCI-DSS). MS. MARES MOVED THAT THE BOARD APPROVE THE SELECTION OF TOUCHNET INFORMATION SYSTEMS, INC. TO PROVIDE THIS SERVICE AND ALLOW ADMINISTRATION TO PROCEED AS PRESENTED. MR. CARRANCO SECONDED THE MOTION; MOTION CARRIED UNANIMOUSLY.

FY 2010 JANUARY MONTHLY FINANCIAL REPORT

MS. MARES REPORTED THIS ITEM IS FOR ACKNOWLEDGEMENT AND REQUIRED NO ACTION. THE FINANCES ARE ON TRACK AND THERE IS NOTHING OUT OF THE ORDINARY.

BUILDING COMMITTEE REPORT

DR. CIGARROA REPORTED THE COMMITTEE HEARD ABOUT ITEMS PENDING ON THE PUNCH LIST. MR. SEPULVEDA AND MR. WHEATON WILL MEET TO DISCUSS AND CLARIFY THE PENDING ISSUES IN ORDER TO CLOSE OUT THE PROJECT. NO ACTION WAS REQUIRED FOR THIS ITEM.
Dr. Cigarroa reported the Committee heard a presentation from Mr. Sepulveda on the designs. Mr. De La Viña asked that the dorm student’s concerns be heard. Dr. Maldonado mentioned that based on issues with the open meetings law, discussion for this is limited. He did mention that administration had met with them and is trying to find a way to facilitate the transition from the dorms and provide for them a financial scholarship. On June 1st work will begin in the dorms area.

A. MOORE VOCATIONAL BUILDING

Mr. Robert Sepulveda, College Architect, introduced his staff Mr. Ralph Peña, Mr. Alfonso Peña, and reviewed in detail the proposed renovations and alterations of the Moore Vocational Building. The project is scheduled to begin during the summer and completed by mid-December. Mr. Sherwood moved that the Board approve the plans for the Moore Vocational Building the initial designs for Phase 1 of the Facilities Master Plan. The motion was seconded by Ms. Mares; motion carried unanimously.

B. ACADEMIC BUILDING

Mr. Sepulveda presented and reviewed the details of the design for the academic building that was prepared with input from faculty and staff. The Board inquired about future growth, technology, faculty office space, and square footage usage. Mr. Gonzalez distributed and reviewed in detail a handout containing information on the impact of additional instructional space. Mr. Sherwood moved that the Board approve the building design for Phase 1 of the Facilities Master Plan for the proposed academic building. Mr. De La Viña seconded the motion; motion carried unanimously.

PRESIDENT’S REPORT

Dr. Maldonado reported Chief Cortez has provided the Annual Campus Police Report for information purposes. The other reports are provided for information purposes.

NEXT MEETING DATE

Dr. Maldonado reminded the Board of the following meeting dates:

CMAR Ad hoc Committee Meetings at 5:30 p.m.:
Thursday, March 4, 2010, and Monday, March 8, 2010
Special Board Meeting on Thursday, March 11, 2010, @ 6:00 p.m.
Regular Board Meeting on Thursday, March 25, 2010, @ 6:00 p.m.

ADJOURNMENT

At 8:50 p.m., Ms. Mares moved to adjourn the meeting. It was seconded by Mr. Cavazos; motion carried.