

LAREDO COMMUNITY COLLEGE DISTRICT

Laredo, Texas

The regular meeting of the Laredo Community College Board of Trustees convened on Thursday, January 28, 2016, beginning at 6:13 p.m. in the Samuel A. Meyer Board Room located at the Elpha Lee West Building room 105 at the Fort McIntosh Campus.

ROLL CALL	<u>MEMBERS PRESENT</u>	<u>OTHERS</u>
	Mercurio Martinez Jr., President	Juan L. Maldonado
	Allen Tijerina, Vice President	John Kazen, College Attorney
	Leonides G. Cigarroa Jr. (arrived at 6:41 p.m.)	Nora R. Garza
	Rene De La Viña	Cesar E. Vela Jr.
	Jackie Leven-Ramos	Julie Golder, ACCT
	Gilberto Martinez Jr. (arrived at 6:18 p.m.)	David L. Earl, Attorney for Killam Development Company
	Tita C. Vela	
	Cin Bickel, Faculty Representative	

MEMBERS ABSENT

Cynthia Mares, Secretary
Michelle de la Peña

CALL TO ORDER

Judge Mercurio Martinez Jr., Board President, called the meeting to order. Mr. Allen Tijerina, Board Vice President, called the roll. A quorum of the members was present.

**APPROVAL OF MINUTES
FOR: REGULAR BOARD
OF TRUSTEES MEETING
OF DECEMBER 15, 2015
SPECIAL BOARD OF
TRUSTEES MEETING OF
JANUARY 13, 2016**

Mr. Rene De La Viña, Board Member, made a motion to approve the minutes as presented. The motion was seconded by Mr. Tijerina; motion was unanimous and formally approved.

PUBLIC TESTIMONY

Judge Martinez provided information from the Board Policy to clarify the topics presented under public testimony.

“Each person shall be allowed three minutes to address the Board. When there are six or less speakers scheduled, the Board President may extend each speaker’s time to five minutes. Time may not be ceded from one speaker to another. The Board President may also limit the total amount of time for public testimony but not to less than thirty minutes. The speaker may not speak on personnel or student matters that refer to individuals by name or title. After a speaker’s comments, the Board President shall make whatever response, if any, or take whatever action, if any, is deemed appropriate to handle the matter. Such response or action may include the following: 1) referring the matter to the College President for action or for further recommendations 2) referring the matter to a later meeting or to a Board committee for further discussion or study, and 3) indicating that the matter shall be taken under advisement. If the Board President determines that a person has not attempted to resolve a matter administratively, the person shall be directed to the appropriate policy for attempted resolution before bringing the matter to the Board.”

Ms. Nicolasa Jara, LCC South Custodian representing all day and night custodians, presented the Board with questions regarding Item 10 – Consideration and review the Outsourcing Custodial and Grounds Maintenance proposal. LCC President, Dr. Juan L. Maldonado, mentioned administration is seeking Board permission to reconvene the Ad Hoc Committee appointed by the Board to hold a special meeting to discuss the issues and address any questions. Judge Martinez explained that the question Ms. Jara was raising would be addressed at the meeting by the Ad Hoc Committee and then to be presented to the Board at a future meeting. Ms. Jara requested a meeting with the Board and

the custodians prior to the Board making their final decision. Judge Martinez indicated they would be notified with sufficient time of said meeting and noted for the record the arrival at 6:18 p.m. of Dr. Gilberto Martinez Jr.

**RECOGNITIONS/
INTRODUCTIONS/
COMMUNICATIONS**

Dr. Maldonado mentioned that, “even though we are moving towards a great modern and technologically advanced facility still the greatest resource that we have is its people and what makes us great is the people that work here.” He introduced Mr. Luciano Ramon, Information Technology Officer, who recognized the following staff members who worked during the College’s downtime schedule (December 17 through December 23, 26) to complete the upgrade for BANNER and LUMINUS. They are: *Web Technologies area* - Marlene Guevara, Raul Gonzalez, Nestor Serrato; *Operations area* - Ramiro Martinez, Hermelinda Johnston, Tony Garcia; *MIS area* - Bob Martin, Gabriel Martinez, Sylvia Garza, Joel Jaimez, Martin Herrera, Jesse Hernandez, Tony Lopez. He reported the functional users came in on December 28th: Accounting Office - Sonia Mireles, Lynda Gomez; Bursars Office - Norma Cano; Purchasing Department - Aurora Zapata, Luis Eduardo Martinez; Human Resources - Veronica Cardenas, Mary Royster, Joya Vidaurri, and Mary Mendiola; Payroll Office - Diana Aguilar; Distance Learning - Elizabeth Rodriguez, Perla Canales, Arely Lara; Continuing Education - Sandra Cortez, Melissa Dominguez; Student Success - Andrea Lopez; Enrollment/Registration - Carlos Perez, Marlene Valdez; Registrars’ Office - Diana Rubio, Lorena Rios, Cesar Proa; Financial Aid - Peter Rios, Steven Aguilar, Adriana Marin.

Dr. Nora R. Garza, Vice President for Resource Development, introduced the following new employees in her area: Rosemary Aguero - Project Advisement Coordinator Advocate and Manuel Guillen Jr. - Advisor Title V Building Scholars.

Mr. Cesar E. Vela Jr., Comptroller, introduced Obed Guerrero - Property Inventory Manager.

Dr. Maldonado introduced the following new employees in the instructional area: Dr. Cynthia Aradillas-English Instructor, Roxana Castillo-Academic Dual Enrollment Coordinator, Leticia Cantu-Mathematics Instructor, Holly Dykstra-English Instructor, Maritza Morris-History Instructor, and Diana L. Pescador-Mathematics Instructor.

**FACULTY ASSEMBLY
REPORT**

Ms. Cin Bickel, Faculty Senate President, expressed gratitude for the Board’s support, provided an update on several current items the Senate is currently working on: faculty back pay, presidential search forum, upward evaluation instrument of deans, and the Memorial Hall project for which she noted financial support is needed.

**DISCUSSION AND
POSSIBLE ACTION**

**DISCUSS THE LAREDO
COMMUNITY COLLEGE
BOARD OF TRUSTEES
PRESIDENTIAL SEARCH
PROCESS AND REVIEW,
REVISE AND FINALIZE
THE PRESIDENTIAL
PROFILE
- JUDGE MERCURIO
MARTINEZ JR.**

Board Member, Ms. Tita Vela, moved to bring up item 13 for discussion next. The motion was seconded by Mr. De La Viña; motion carried. Ms. Vela reported the committee met last night and introduced Ms. Julie Golder, Representative from Association of Community College Trustees. Ms. Golder summarized the process on the development of the draft presidential profile, distributed a draft of the presidential profile, and asked the Board to review and provide feedback. At 6:41 p.m., Judge Martinez noted for the record the arrival of Dr. Leonides G. Cigarroa. After some discussion, Judge Martinez asked for a motion to approve the presidential profile as submitted. Ms. Vela made a motion to approve the presidential profile. The motion was seconded by Board Member, Ms. Jackie Leven-Ramos. The motion carried unanimously. Ms. Leven-Ramos asked

Ms. Golder to review the process that follows. Ms. Golder mentioned the recruitment period begins, the target date for applications is Monday, March 7, 2016, the position is open until filled. Two weeks after March 7, the search committee meets to confidentially review the applications and begin with the paper screening to narrow down to the finalists (in the range of 7 to ten to be decided by the search committee). The individuals identified as the semi-finalists will be invited to a confidential interview with the search committee. Deliberation will take place immediately following those interviews to narrow the pool to three to five candidates to be interviewed by the Board. Once the finalists are identified agree to go public, an announcement will be made. Around the third or fourth week of April those finalists would visit the College to engage in tours and meet with constituent groups and have an interview with the Board. She noted, at this point, the Board would deliberate and ACCT would assist with the negotiation process. Mr. De La Viña made a motion to move up Item 10 to be discussed next. The motion was seconded by Ms. Leven-Ramos; motion carried.

CONSIDERATION AND REVIEW THE OUTSOURCING CUSTODIAL AND GROUNDS MAINTENANCE PROPOSAL - DR. JUAN L. MALDONADO AND MR. CESAR E. VELA JR.

Dr. Maldonado provided the item's background information and the College's options, reviewed budgetary needs to upkeep the new buildings and the current budget restraints of the College. He asked the Board's authorization to meet with the Board Ad Hoc Committee to hear the presentation from the company and if the committee feels it is appropriate bring the proposal to the Board at the Special Meeting in February. Ms. Leven-Ramos made a motion to reconvene the Board Ad Hoc Committee (Ms. Mares, Mr. Tijerina, and Ms. De La Pena) to further review custodial and grounds maintenance proposal. The motion was seconded by Board Member, Dr. Gilberto Martinez Jr.; motion passed. Mr. Tijerina voted against. Judge Martinez noted the Board would follow the order of the agenda.

APPROVAL OF A TAX REFUND FOR SCHLUMBERGER TECHNOLOGY CORPORATION -MR. CESAR E. VELA JR.

Board Member, Dr. Leonides G. Cigarroa Jr., moved to approve the tax refund in the amount of \$3,109.02 to Schlumberger Technology Corporation. The motion was seconded by Dr. Martinez; motion carried.

NOVEMBER 2015 AND DECEMBER 2015 MONTHLY FINANCIAL REPORTS -MR. CESAR E. VELA JR.

Mr. Cesar E. Vela Jr., Comptroller, reported the Board received both the November and December 2015 finance reports. He reviewed in detail the December 31, 2015 financial report. The year-to-date revenue is \$42,596,576 (81.1% of projected budget), expenses are \$17,114,907 (32.58% of the budget) with no major variances to report at this time, tax collection for M & O is \$19.6 million (68.58% of the tax levy), the general operating fund balance beginning with \$9.9 million (due to the adjustment reported last fiscal year of \$10 million for GASB 68 Net Pension Liability recognition) for an ending fund balance of \$34.8 million. No Board action required.

APPROVAL OF NOVEMBER 2015 QUARTERLY INVESTMENT REPORT - MR. CESAR E. VELA JR.

Mr. Vela reviewed the investment report in detail and informed the Board this report needed Board approval. Judge Martinez asked for a motion to acknowledge approval of investment report. Mr. De La Viña so moved; Mr. Tijerina seconded the motion. The motion carried.

PRESENTATION RELATED TO A REQUEST THAT THE CITY OF LAREDO CREATE A TAX INCREMENT REINVESTMENT ZONE (TIRZ) FOR THE PROPOSED COVES AT

Judge Martinez mentioned Webb County had officially endorsed the resolution. Mr. David L. Earl, Attorney for Killam Development Company, confirmed the above statement. Mr. Earl proceeded to review the finance plan for the proposed Tax Increment Reinvestment Zone (TIRZ) Number 1 for the Coves at Winfield Project, explained how the TIRZ project works to stimulate the economy, tax base growth, and create jobs. He asked for the Board's support for the approval of the non-binding resolution indicating support for participation on this project in the

**WINFIELD
DEVELOPMENT
PROJECT, AND
REQUEST THAT
LAREDO COMMUNITY
COLLEGE DISTRICT
ADOPT A RESOLUTION
OF NON-BINDING
INTENT TO
PARTICIPATE**
- JUDGE MERCURIO
MARTINEZ JR.

future provided proper terms are negotiated with legal documents. After his presentation, he answered questions from the Board. Mr. De La Viña moved to adopt the resolution and was seconded by Ms. Vela. During the discussion, Mr. John Kazen, Attorney for the Board, mentioned that the Board be aware that although the resolution is non-binding the developer is asking he Board represent that it was agreeing to certain numbers that would contribute 60% for the next thirty years from the LCC's M & O (this money would go to the developer). He mentioned he received a call from the City's attorney informing him the terms were being negotiated. Mr. Kazen and Mr. Earl answered additional questions from the Board. After the discussion, Judge Martinez asked for the question. A vote was taken. The motion carried unanimously.

**PRESENTATION BY
CONSORTIUM FOR
APPRENTICESHIP
PARTNERS IN
ECONOMIC
DEVELOPMENT (CAPED)
FOR THE
IMPLEMENTATION OF
AN APPRENTICESHIP
PILOT PROGRAM IN
INDUSTRY SPECIFIC
DEGREES, AND
REQUEST THAT
LAREDO COMMUNITY
COLLEGE ADOPT A
RESOLUTION IN
SUPPORTING THE
PROGRAM IN
COLLABORATION WITH
CAPED**
JUDGE MERCURIO
MARTINEZ JR.

Judge Martinez asked for a motion to defer this item. Mr. De La Viña so moved. The motion was seconded by Dr. Cigarroa; motion carried.

**STATUS OF
NEGOTIATIONS FOR
ACQUISITION OF A
HISTORIC BUILDING
LOCATED AT THE ARMY
RESERVE PROPERTY IN
FORT MCINTOSH
CAMPUS FOR BOARD
CONSIDERATION AND
POSSIBLE APPROVAL.
POSSIBLE CLOSED
SESSION PURSUANT TO
TEXAS GOVERNMENT
CODE SECTIONS
551.071 AND 551.072**
DR. JUAN L.MALDONADO

Dr. Maldonado reported he has met with Army personnel and the process continues. LCC, Army Reserve, and the Texas Historical Commission are working with Congressman Cuellar's office so that the property can be deeded to LCC by congressional action via a rider attached to the defense bill. He reported the final paperwork identifying responsibility to LCC is not yet completed. He mentioned that once that is done and legal counsel has reviewed the paperwork it will then be brought to the Board. Dr. Maldonado reported at this point the negotiation is moving forward. The bill is to be introduced during the summer and by July or August we will know if it passed. Judge Martinez asked for a motion to acknowledge this request as it is being negotiated at the present time for this Board to officially acknowledge it. Ms. Leven-Ramos so moved. Mr. Tijerina seconded the motion; motion carried with five votes.

**BOARD CONSIDERATION
AND POSSIBLE
ACCEPTANCE OF REAL
PROPERTY DONATED
TO LAREDO
COMMUNITY COLLEGE.
POSSIBLE CLOSED
SESSION PURSUANT TO
TEXAS GOVERNMENT
CODE SECTIONS
551.071, 551.072 AND
551.073 - DR. JUAN L.
MALDONADO**

Dr. Maldonado reported the final documentation is not available for the donation by the Fernando Salinas Trust Fund of a property located at 1402 Guerrero. He reported, "This particular facility the reason that we went ahead and moved with an intention to acquire it was because of the intent of the Salinas Trust to give us that land before the end of the year; however, it was contingent on Board approval. And so before we actually vote on this particular item, we need to make sure that we have the final documents. I will be working with Rusty and Mr. David Garcia who is the legal counsel for Mr. Santos, Trustee of the Salinas Trust, so we can finalize it and we can bring you a document that is ready to be

approved. But the intent is for the College to accept that property.” Judge Martinez asked for a motion to give preliminary approval to continue work. Ms. Leven-Ramos moved. Mr. Tijerina seconded the motion; motion carried unanimously.

**PRESIDENT’S REPORTS
CAMPUS POLICE,
PERSONNEL, TRAVEL,
AND OTHER REPORTS**

Dr. Maldonado reported the reports are presented for the Board’s review and mentioned there was one particular report which is the police racial profiling report required by the Texas Commission on Law Enforcement to be submitted on an annual basis and requires a vote from the Board to acknowledge having received it.

Mr. Tijerina inquired about an update report regarding the campus police body worn camera. Dr. Maldonado noted this was not an item on the agenda but mentioned he had not seen a recommendation. Legal counsel recommended that it be placed on the agenda for discussion. Ms. Leven-Ramos suggested it be part of the agenda next month.

**NEXT REGULAR
MEETING DATE:**

Ms. Leven-Ramos requested a special meeting regarding items the Board needs to attend to. The Board considered several dates. Dr. Maldonado offered several dates. Monday, February 15, 2016 was selected.

Judge Martinez announced the next regular meeting would be on the Thursday, February 25, 2016.

ADJOURNMENT

At 7:54 p.m., Ms. Leven-Ramos moved to adjourn the meeting. The motion was seconded by Mr. Tijerina; motion carried.