



**LAREDO COMMUNITY COLLEGE DISTRICT**  
Laredo, Texas

The regular meeting of the Laredo Community College Board of Trustees convened on Thursday, December 14, 2017, beginning at 6:15 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**

MEMBERS PRESENT

Mercurio Martinez Jr, President  
Allen Tijerina, Vice President (arrived at 6:36 p.m.)  
Cynthia Mares, Secretary  
Henry S. Carranza  
Rene De La Viña  
Gilberto Martinez Jr. (arrived at 6:27 p.m.)  
Michelle De La Peña (arrived at 6:26 p.m.)  
Jackie Leven-Ramos (arrived at 6:20 p.m.)  
Tita C. Vela  
Prakash K. Mansinghani, Ex-officio

MEMBERS ABSENT

—

OTHERS

Ricardo J. Solis  
Rusty Meurer, College Attorney  
Donald R. Hale  
Pola Kuri  
Paola Villezcas  
Nora Stewart  
Dan Martinez  
Robert Tijerina  
Cesar E. Vela Jr.  
Eli Mendoza  
Steven Aguilar  
Vincent R. Solis  
Sandra Cortez

**CALL TO ORDER**

Judge Martinez, Board President, called the meeting to order. Ms. Mares, Board Secretary, called the roll. A quorum of the members was present.

**APPROVAL OF MINUTES  
FOR REGULAR BOARD OF  
TRUSTEES MEETING OF  
OCTOBER 26, 2017**

Mr. De La Viña moved to approve the minutes as presented. The motion was seconded by Ms. Vela; motion carried.

**PUBLIC TESTIMONY**

No one signed up for public testimony. Judge Martinez noted that, as per Board Policy, individuals need to sign in fifteen minutes prior to the beginning of the meeting for public testimony.

**RECOGNITIONS,  
COMMUNICATIONS, AND  
INTRODUCTIONS**

Dr. Ricardo J. Solis, President, asked to move up Item 25 in the agenda. Ms. Mares so moved. Mr. De La Viña seconded the motion; motion carried.

**BASIC PEACE OFFICER  
CLASS (B-17) STATE  
LICENSING EXAM PASS  
RATE - MR. DONALD R. HALE**

Mr. Donald R. Hale, Protective Services Director, announced the pass rate of 100% of the current class. They are set to graduate tomorrow. He also reported that they had a state audit this year with no findings.

**(CONTINUED)  
RECOGNITIONS,  
COMMUNICATIONS, AND  
INTRODUCTIONS**

Dr. Ricardo J. Solis introduced the following new employees: Amanda Flores Del Toro, ATX/III IET Coordinator; Monica G. Cuellar, ATX/IET III Career Navigator; Enrique A. Arzamendi, Web Development Technician; and Hector Mares, Technical Theater Specialist.

Dr. Ricardo J. Solis asked that Item 11 be moved up in the agenda. Ms. Mares moved to move up Item 11. Dr. Carranza seconded the motion. Mr. Rusty Meurer, Attorney, noted that Item 11 is part of the consent agenda section

and a motion is needed to remove the item from the consent agenda so that it may be discussed separately. Ms. Mares rescinded her motion. Dr. Carranza rescinded his second; motion carried. Ms. Mares moved to remove Item 11 from consent agenda so it can be discussed separately. Ms. Leven-Ramos seconded the motion; motion carried.

**APPROVAL OF BUILDING P-3 LEASE AGREEMENT BETWEEN LAREDO COMMUNITY COLLEGE AND LAREDO LICENSED UNITED STATES CUSTOM BROKER'S ASSOCIATION (LLUSCBA) – DR. RICARDO J. SOLIS**

Dr. Ricardo J. Solis reported that Laredo Licensed United States Custom Broker's Association will be housed on campus at P-3.

Judge Martinez asked that the record reflect that Ms. Leven-Ramos and Ms. De La Peña have arrived.

**FACULTY SENATE REPORT**

Mr. Prakash Mansinghani, Government Instructor attending on behalf of Dr. Cin Bickel, reported on: (1) Wintermester 2017, (2) Faculty Ranks and Titles, (3) Open Forum with the President, (4) Ad Hoc Committee, (5) Budget Committee, and (6) Dual Enrollment Committee.

Judge Martinez recognized legal counsel. Mr. Meurer noted that action is needed on Item 11.

*(CONTINUED)*  
**APPROVAL OF BUILDING P-3 LEASE AGREEMENT BETWEEN LAREDO COMMUNITY COLLEGE AND LAREDO LICENSED UNITED STATES CUSTOM BROKER'S ASSOCIATION (LLUSCBA) – DR. RICARDO J. SOLIS**

Ms. Leven-Ramos moved to approve a lease agreement between Laredo Community College and Laredo Licensed United States Custom Broker's Association. Mr. De La Viña seconded the motion; motion carried.

**ASSOCIATED STUDENT ORGANIZATION REPORT**

Ms. Pola Kuri, Associated Student Organization President, reported that the El Metro partnership was approved, which will allow students to purchase an all-you-can-ride bus pass per semester. They will work with Financial Aid about the possibility of students paying for the bus pass with their financial aid refund. Beginning with the Spring 2018, they will be establishing a gaming team for competitions and work with Information Technology on improving internet speed and quality connectivity. Dr. Carranza complimented the students for participating in World Aids Day.

**CLASSIFIED STAFF ORGANIZATION REPORT**

Ms. Paola Villezcas, Classified Staff Organization President, reported: (1) delivery of donations of blankets and coats will be done tomorrow, and (2) CSO Posada on Tuesday, December 19<sup>th</sup>. Ms. Villezcas announced that she will be stepping down as CSO President. She thanked the President for all his support.

Judge Martinez asked that record reflect that Dr. Martinez and Mr. Tijerina have arrived.

**CONSENT AGENDA RATIFICATION OF PURCHASE OF TSI TEST UNITS – DR. NORA STEWART**

Mr. De La Viña moved to approve Items 9, 10, 12, and 13. Mr. Tijerina seconded the motion; motion carried.

**RATIFICATION OF CONTRACT RENEWAL FOR LCC ALERT SYSTEM – DR. NORA STEWART**

**RATIFICATION OF  
PURCHASE OF CONTENT  
MANAGEMENT SYSTEM  
(CMS) FOR LCC WEBSITE –  
MR. LUCIANO RAMON**

**BOARD APPROVAL TO  
RECLASSIFY THE  
PURCHASE OF EQUIPMENT  
AND SUPPLIES FROM TITLE  
III LEAPS ACCOUNT TO  
TITLE III STEM  
ARTICULATION ACCOUNT –  
DR. NORA R. GARZA**

**DISCUSSION AND POSSIBLE  
ACTION  
CONSIDERATION AND  
APPROVAL OF A  
RESOLUTION AUTHORIZING  
THE ISSUANCE OF  
“LAREDO COMMUNITY  
COLLEGE DISTRICT  
MAINTENANCE TAX  
REFUNDING BONDS, SERIES  
2018”; DELEGATING THE  
AUTHORITY TO CERTAIN  
DISTRICT OFFICIALS TO  
EXECUTE CERTAIN  
DOCUMENTS RELATED TO  
THE SALE OF THE BONDS;  
ENTERING INTO AN  
ESCROW AGREEMENT AND  
PAYING AGENT/REGISTRAR  
AGREEMENT; APPROVING  
AN OFFICIAL STATEMENT;  
AND AUTHORIZING AND  
APPROVING OTHER  
MATTERS RELATED  
THERE TO – DR. NORA  
STEWART**

Dr. Nora Stewart, Chief Financial Officer, noted that this action is to reduce payments, not a refund to the College. She introduced Mr. Dan Martinez, bond counsel from Winstead PC, and Mr. Robert Tijerina, financial advisor from Estrada Hinojosa. Mr. Tijerina presented the plan of finance for the maintenance tax refunding bonds, series 2018. Mr. Dan Martinez provided information on the resolution to authorize the refunding. Ms. Mares moved to “approve the resolution authorizing the issuance of the Laredo Community College District maintenance tax refunding bonds, series 2018”. Ms. Vela seconded the motion; motion carried unanimously.

Ms. Mares asked that for the future that documents presented be displayed on the screen for everyone to see.

**FY2017 AUDITED ANNUAL  
FINANCIAL REPORT – MR.  
CESAR E. VELA**

Mr. Cesar E. Vela, Comptroller, reviewed the Management Discussion and Analysis year ending August 31, 2017, statements of net position, unaudited statement of financial position of LCC Education Foundation, Inc., statement of revenues, expenses and changes in net position, statement of activities of LCC Education Foundation, Inc., statement of cash flows, statement of cash flows of LCC Education Foundation, Inc., notes to financial statements, supplementary data, and statistical information. Mr. Vela introduced Mr. Eli Mendoza of Garza/Gonzalez & Associates who presented a detailed review of LCC’s audit that was conducted in accordance with accounting principles. The LCC Education Foundation was not audited this year but received an unmodified opinion. He reviewed the financial statements, reports, and findings. Mr. Steven Aguilar, Director of Student Financial Aid & Veteran Affairs Services, and Dr. Vincent Solis explained the finding on federal awards and answered questions from the Board.

Ms. De La Peña moved to acknowledge the audited annual financial report. Mr. Tijerina seconded; motion carried.

**ANNEXATION OF NEW  
PROPERTY WHICH HAS  
BEEN ANNEXED BY THE  
CITY OF LAREDO – DR.  
NORA STEWART**

Dr. Stewart asked that the Board move to approve the City of Laredo’s annexation of the new property into the College’s taxing district. Ms. Mares so moved. Ms. Leven-Ramos seconded the motion. Judge Martinez recognized Mr. Meurer. Mr. Meurer recommended that the resolution be read. Judge Martinez called for the vote; motion carried.

Judge Martinez read the resolution below:

**RESOLUTION ANNEXING NEW PROPERTY  
HERETOFORE ANNEXED BY THE CITY OF LAREDO INTO  
THE BOUNDARIES OF THE LAREDO COMMUNITY COLLEGE DISTRICT**

WHEREAS, pursuant to H. B. 1182 passed by the 67th Legislature an election was called and had on April 2, 1983, for the purpose of annexing that portion of the City of Laredo not within the boundaries of the Laredo Municipal Junior College District, at which election, a majority of the voters residing within the District as changed by the proposed election, voted in favor of such annexation and such new property were thereby annexed; and,

WHEREAS, subsequent to said election, the name of the Laredo Municipal Junior College was changed to the Laredo Community College District; and,

WHEREAS, on or about December 4, 2017, the City of Laredo annexed new property, described by metes and bounds in one (1) attached ordinance and being generally described as follows, to wit:

**TRACT 1:**

A tract of land containing 53.53 Acre Tract of Land, more or less, being out of Lots 4-6 and Lots 11-19, Block 2, Pinto Valle Industrial Park, Phase I, recorded in Volume 10 Pages 19-22, Map Records, Webb County, Texas, a 30.0 acre tract of land conveyed by deed to PG Alpha, LLC, recorded in Volume 4084, Pages 501-506 Official Public Records, Webb County, Texas, and a 10.0 acre tract of land conveyed by deed to Monem Investments, LC, recorded in Volume 4175, Page 703, Official Public Records, Webb County, Texas.

**TRACT 2:**

A tract of land containing 35.84 tract of land out of a tract of land conveyed to 501 Imperial Partners, LP, as described in deed recorded in Volume 3256, Pages 180-183, Deed Records, Webb County, Texas situated in Porcion 4, City of Laredo, Abstract 234, Webb County, Texas.

WHEREAS, it is found to be in the best interest of the Laredo Community College District and its residents to extend and annex for community college purposes all those new properties within the city limits of the City of Laredo not now within the boundaries of the Laredo Community College District, as is provided by TEX EDUC. CODE § 130.066.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED that those areas annexed by the City of Laredo, set forth and described by metes and bounds in the one (1) attached ordinances, be incorporated and annexed to the boundaries of the Laredo Community College District for community college purposes.

PASSED at Laredo, Texas on this 14th day of December, 2016.

**OCTOBER 2017 MONTHLY  
FINANCIAL REPORT – MR.  
CESAR VELA**

Mr. Vela briefly reviewed the financial information for the report as of October 31, 2017. The only variance is tax collections which is \$6,008,573.

**ANNUAL REVIEW AND  
ADOPTION OF BOARD  
POLICY – CAK(LOCAL);  
APPROPRIATIONS AND  
REVENUE SOURCES  
INVESTMENT – DR. NORA  
STEWART**

Dr. Stewart asked that the Board review and approve the following modifications as presented to Board policy CAK(LOCAL):

1. Modification to Section 6.1 – Open Meeting
2. Modification to Section 6.2 – Effective Date

Ms. Leven-Ramos moved to acknowledge and adopt CAK(LOCAL) accordingly. Ms. Mares seconded the motion. Ms. Mares asked if the policy addresses annual investments as brought up in the annual audit. Dr. Stewart clarified that the policy mentions diversifying investments. Ms. Mares called for the question. Motion carried.

**APPROVAL OF DIFFERENTIAL TUITION FEE – DR. NORA STEWART**

Dr. Stewart asked that the Board approve the \$60.00 per semester credit hour differential tuition fee be charged to students taking developmental classes in excess of the 18 semester credit hour limit and/or when the State changes the hour limit. Mr. De La Viña so moved. Ms. De La Peña seconded the motion; motion carried.

**APPROVAL OF A CERTIFICATE LEVEL I COSMETOLOGY PROGRAM – DR. VINCENT R. SOLIS**

Dr. Vincent Solis introduced Ms. Sandra Cortez, Director of Adult and Continuing Education, who made a presentation on the Cosmetology Program proposal. Ms. Cortez and Dr. Vincent Solis answered questions from the Board. Ms. Mares moved to approve the program. Mr. Tijerina seconded the motion; motion carried unanimously.

**DISCUSSION AND CONSIDERATION TO ADD THE RUBEN M. GARCIA ALLIED HEALTH BUILDING RENOVATION TO THE FACILITIES MASTER PLAN PHASE 3 BOND PROJECTS IN PREPARATION FOR THE DRONE, CYBER SECURITY, OIL AND GAS, AND WATER TECHNOLOGY PROGRAM. POSSIBLE CLOSED SESSION PURSUANT TO TEXAS GOVERNMENT CODE SECTION 551.071 – DR. RICARDO J. SOLIS/DR. FRED SOLIS**

Dr. Ricardo Solis asked that the Board “add the Ruben M. Garcia Allied Health Building renovations project to the Facilities Master Plan Phase 3 Bond projects in preparation for and to house an oil & gas, cyber security, drone programs and if the Board approves it in the future, the water technology program” and that “the Board finds the addition of this project to Phase 3 is in the best interest of LCC district including the residents of Laredo”. Mr. De La Viña so moved. Dr. Carranza seconded the motion. Ms. Vela inquired if both buildings will be used for these programs. Dr. Ricardo Solis clarified that it will only be one building. Ms. Ramos asked Mr. Meurer that since the Board has not voted on the water technology program yet if it can be included in the motion. Mr. Meurer noted that it can be included in the motion. Discussion followed. Motion carried unanimously.

**DISCUSSION ON RESEARCHING OPTIONS AND POSSIBILITIES FOR TEMPORARY FOOD TRUCKS SERVICES AT LAREDO COMMUNITY COLLEGE CAMPUSES – MS. CYNTHIA MARES**

Ms. Mares asked if Administration can research the feasibility of having food truck services at both campuses and bring back to the Board. Dr. Carranza asked if there are any ramifications with the contract with the current food vendor. Judge Martinez asked that Mr. Meurer look into the legal aspects of the contract. Ms. Mares so moved. Ms. Leven-Ramos seconded the motion. Dr. Martinez asked if a motion needs to be made. Mr. Meurer noted that the Board has instructed Administration in the past to bring back feedback without a motion but it can certainly be voted on. Judge Martinez called for the question. Motion carried.

**DISCUSSION ON EXPLORING POSSIBILITIES OF RENAMING/MODIFYING THE NEW REMODELED YEARY LIBRARY BUILDING REFLECTING THE EXPANDED INNOVATIVE FUNCTIONS – DR. RICARDO J. SOLIS**

Dr. Ricardo Solis asked the Board about the possibility of expanding the existing name of the Yeary Library to reflect the expanding functions. He will bring back three – four suggestions to the Board next month. Dr. Carranza moved to allow Administration to bring back suggestions for the facility. Ms. Vela seconded the motion; motion carried.

**APPROVAL TO DEVELOP THE BOARD SELF-EVALUATION INSTRUMENT AS REQUIRED BY BOARD POLICY BCG(LOCAL): BOARD INTERNAL ORGANIZATION BOARD EVALUATION – DR. RICARDO J. SOLIS**

Dr. Ricardo Solis stated a Board self-evaluation is in the LCC policy and he is requesting to develop a new instrument for the Board to use next year in preparation for an imminent Southern Association of Colleges and Schools Commission on Colleges requirement. Ms. Leven-Ramos asked if the Program/Policy Committee can work with Administration on the development of an instrument. Discussion followed. Judge Martinez called for the question. Mr. De La Viña so moved. Ms. Vela seconded the motion; motion carried.

**INFORMATION ITEMS STUDENT ACTIVITIES AND FUTURE PROGRAMS – DR. RICARDO J. SOLIS**

Dr. Vincent Solis introduced Mr. Steven Aguilar who announced that LCC has secured \$80,000 for the drone and cyber security program for students. Mr.

Aguilar thanked his staff and colleagues who deal with the Lamar Bruni Vergara Trust.

**UPDATE ON EARLY COLLEGE CAMPUS – DR. RICARDO J. SOLIS**

Dr. Ricardo Solis reported that work continues on an early college in Zapata and an LISD early college project.

**WINTERMESTER ENROLLMENT UPDATE – DR. VINCENT SOLIS**

Dr. Vincent Solis provided a Wintermester Enrollment Update.

**EXECUTIVE SESSION**

At 8:29 p.m., Judge Martinez announced that the Board would go into executive session for the following items:

- Closed Session Meeting Pursuant to Texas Government Code Sections 551.071 to Discuss the Appointment of a Board Member to the Program/Policy Committee
- Closed Session Pursuant to Texas Government Code Section 551.071 to Discuss Legal Issues with Laredo Community College’s Attorney Pertaining to Legal Policies BD(LLEGAL): BOARD MEETINGS and BBC(LLEGAL): BOARD MEMBERS VACANCIES
- Closed Session Pursuant to Texas Government Code Section 551.071 to Discuss Legal Issues with Laredo Community College’s Attorney Concerning the Status of Laredo Community College District Board Members’ Required Training as per Texas Education Code, Section 61.084, Legal Policies BBD(LLEGAL): BOARD MEMBERS ORIENTATION AND TRAINING and BI(LLEGAL): REPORTS
- Consultation with Laredo Community College Attorney to Discuss Pending Employee Due Process Hearing Pursuant to Texas Government Code Sections 551.071 and 551.074

Ms. De La Peña moved to go into executive session. Mr. Tijerina seconded the motion; motion carried.

The Board reconvened to open session at 9:07 p.m. Judge Martinez noted that no action was taken in executive session.

**DISCUSSION AND POSSIBLE ACTION**

**APPOINTMENT OF COMMITTEE MEMBER TO PROGRAM/POLICY COMMITTEE – JUDGE MERCURIO MARTINEZ, JR.**

Judge Martinez appointed Ms. Mares to the Program/Policy Committee and named her chair of the committee. He asked for a motion acknowledging the resignation and tremendous work of Ms. Leven-Ramos as former chair of the committee. Mr. De La Viña so moved. Dr. Carranza seconded the motion; motion carried unanimously.

**CONSIDER ADOPTING A LOCAL POLICY ESTABLISHING BOARD MEETING ATTENDANCE REQUIREMENTS – JUDGE MERCURIO MARTINEZ, JR./DR. RICARDO J. SOLIS**

Judge Martinez stated that the policy will remain as is and no action will be taken.

**STATUS OF LAREDO COMMUNITY COLLEGE DISTRICT BOARD MEMBERS’ REQUIRED TRAINING AS PER TEXAS EDUCATION CODE, SECTION 61.084, LEGAL POLICIES BBD(LLEGAL): BOARD MEMBERS ORIENTATION AND TRAINING AND BI(LLEGAL): REPORTS – DR. RICARDO J. SOLIS**

Judge Martinez called on legal counsel for this item. Mr. Meurer noted that there is a legal requirement that the Texas Education Code has on Board member training, which states that the minutes of the last regular meeting held by the Board during a calendar year must reflect the names of Board members who have completed the required training and those who are in the process. The minutes of this meeting will reflect the list which is below:

Mercurio Martinez, Jr.	Required training completed
Allen Tijerina	Required training completed
Cynthia Mares	Required training completed
Henry S. Carranza, Ph.D.	Pending Training for Members of Governing Boards
Rene De La Viña	Required training completed
Gilberto Martinez, Jr., Ed.D.	Required training completed
Michelle De La Peña	Pending Training for Members of Governing Boards

Jackie Leven-Ramos  
Ernestina "Tita" C. Vela

Required training completed  
Required training completed

Mr. De La Viña so moved to approve what Mr. Meurer stated. Ms. Leven-Ramos seconded the motion; motion carried.

**POSSIBLE ACTION ON  
MATTERS RELATED TO  
EMPLOYEE DUE PROCESS  
HEARING, INCLUDING  
POTENTIAL RESOLUTION –  
DR. RICARDO J. SOLIS**

Judge Martinez called on legal counsel for this item. Mr. Meurer suggested that the Board adopt the following motion: "that the Laredo Community College Board of Trustees approve the resolution of the matter made the subject of the employee due process hearing in accordance with the terms discussed in executive session and that the Board authorize the College President and legal counsel to prepare and execute the appropriate related resolution documents". Ms. Mares so moved. Mr. De La Viña seconded the motion; motion carried unanimously.

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

The reports were provided for information purposes.

**NEXT MEETING DATE**

Tuesday, January 30, 2018 – Regular Board of Trustees Meeting

**ADJOURNMENT**

At 9:10 p.m., Mr. De La Viña moved to adjourn the meeting. Ms. Leven-Ramos seconded the motion; motion carried.