

LAREDO COMMUNITY COLLEGE DISTRICT
Laredo, Texas

The regular meeting of the Laredo Community College Board of Trustees convened on Thursday, March 30, 2017, beginning at 6:47 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 6:51 p.m.)
Cynthia Mares, Secretary
Rene De La Viña
Ernestina "Tita" C. Vela (via phone)
Michelle De La Peña
Jackie Leven-Ramos
Cin Bickel, Ex-officio

OTHERS

Ricardo J. Solis
Rusty Meurer, College Attorney
Kristina Ramos
Paola Villezcas
Cesar E. Vela Jr.
Vincent Solis
Robert Sepulveda
Nora Stewart
Robert Porter

MEMBERS ABSENT

Henry S. Carranza
Gilberto Martinez Jr.

CALL TO ORDER

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

**APPROVAL OF MINUTES
FOR: REGULAR BOARD OF
TRUSTEES MEETING OF
FEBRUARY 20, 2017**

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

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 by 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 recommendation, 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. Brittany Harry, Coach Troy Van Brunt, and Mr. Jaime B. Donjuan, expressed their support for Item 13 regarding the Maravillo Gym and student housing.

**RECOGNITIONS,
INTRODUCTIONS, AND
COMMUNICATIONS**

Judge Martinez asked members of the Board to bring up Item 23 and include with Recognitions, Introductions, and Communications section. Mr. Tijerina so moved. Ms. De La Peña seconded the motion; motion carried.

Dr. Ricardo J. Solis, President, introduced the following new employees: Maria Ines Arellano – Academic Advisor-STEM Articulation; Lissa Liveson – Occupational Therapy Assistant Instructor; Anna Llanas Vichareli – Vocational Nursing Instructor; Alicia Reed – Instructional

Technology Coordinator; Homero Paez – Assistant Construction Project Manager; Anselmo Ibarra – Financial Aid Technician II; Maria Madrigal – Work Order Coordinator; Stephanie Niehoff – Enrollment Services & International Students Assistant; Claudia Herrera – Outreach Coordinator-LEAPS STEM Grant; Alondra M. Nieto – Patrol Officer.

Dr. Ricardo J. Solis announced that on March 12th, the Palominos Pride Team participated in their first-ever competition in Galveston where they won first place trophy and the title of Texas State Champion for Level 6-College. The advisors are Steve Trevino, Director of Public Relations, and Ms. Suzanne Ramirez, Lamar Bruni Vergara Lead Program Manager & Financial Aid Coordinator. The student coach is Ms. Lysandra Campos and other employees who also assisted in the trip were Ms. Nora Sandoval from the Student Success Center and Mr. Manuel Losoya.

Dr. Fred Solis announced the Police Academy had 100% passage rate for the Basic County Corrections exam. He recognized Mr. Donald Hale and all the faculty.

STUDENT ACTIVITIES AND FUTURE PROGRAMS

Dr. Ricardo J. Solis announced that a group of students traveled to the Universidad Tecnologica de Matamoros to visit robotics, manufacturing, electronics, and industrial technology programs. Mr. Maximiliano Benavides spoke about the visit to Matamoros.

Ms. Paola Villezcas, Classified Staff Organization (CSO) President, announced the CSO Officers – Ms. Marisol Puga, Secretary; Ms. Cira Hernandez, Vice President; Ms. Sonia Flores, Treasurer.

FACULTY ASSEMBLY SENATE REPORT

Dr. Cin Bickel, Faculty Senate President, respectfully requested that the Board defer Items 24 and 25.

ASSOCIATED STUDENT ORGANIZATION REPORT

Ms. Kristina Ramos, Associated Student Organization President, reported on the ASO's activities for the month: COSGA (Texas A&M Conference, "Night Out at the Pool", and "Watermelon Bash". She thanked the Board for the opportunity to be part of the monthly Board meetings.

CLASSIFIED STAFF ORGANIZATION REPORT

Ms. Paola Villezcas, Classified Staff Organization President, reported that forum results were discussed with Dr. Ricardo J. Solis at a CSO meeting and the CSO has adopted the Bethany House as a charity of choice and is planning a fundraiser in the near future. She commented on the food vendor selection. Judge Martinez, on behalf of the Board, thanked the CSO for making Bethany House their charity of choice.

DISCUSSION AND POSSIBLE ACTION

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

Judge Martinez asked that, due to the absence of Dr. Martinez who resigned from the Program/Policy Committee and his recommendation is also absent, that this item be deferred. Mr. Tijerina seconded the motion; motion carried.

FEBRUARY 2017 MONTHLY FINANCIAL REPORT – MR. CESAR E. VELA

Mr. Cesar Vela, Comptroller, reviewed the following financial information for the report as of February 28, 2017: revenue is \$49,664,760 out of a budget of \$54,343,000. He noted that for the year tuition revenue is \$5.5 million; however, there is a tuition & fee waiver to the school districts that

show an amount being net out of the tuition, which needs to be adjusted. There is a \$2.79 million increase in taxes compared to last fiscal year. Mr. Vela reported that expenditures as of February 28, 2017 were at \$25,372,566 and restricted funds budget of \$42.5 million. Mr. De La Viña asked if additional cuts are expected from the upcoming budget. Mr. Vela noted that he just received word that there will be a cut to the state appropriation but not as drastic as originally predicted. Mr. Vela reported that the taxes collected are \$31,269,000, total investments are \$161,210,955 and the fund balance is \$13 million. Ms. Leven-Ramos thanked Mr. Vela for the report on financial aid and grants received at LCC.

**TENURE
RECOMMENDATION 2017-
2018 – DR. VINCENT R. SOLIS**

Dr. Vincent Solis, Vice President for Instruction and Student Services, presented the item details and introduced the instructional tenure candidates listed below:

1. Dr. Sergio Menchaca, Biology Instructor
2. Ms. Roxanne Vargas, Biology Instructor
3. Mr. Thomas LaFleur, Librarian
4. Mr. Prakash Mansinghani, Government Instructor
5. Mr. Rafael Garcia, Government Instructor
6. Ms. Melissa Guidry, Associate Degree Nursing Instructor
7. Ms. Norma Hachar, Mathematics Instructor

Ms. Mares moved that the Board approve the tenure recommendations being presented. Mr. De La Viña seconded the motion; motion carried.

**APPROVAL OF
CURRICULUM CHANGES IN
OCCUPATIONAL HEALTH
AND SAFETY TECHNOLOGY
AND RADIOLOGY – DR.
RICARDO J. SOLIS, DR.
VINCENT SOLIS, MR.
ALFREDO INIGUEZ, AND DR.
ESMERALDA VARGAS**

Ms. Mares moved that under the consent agenda mode that the Board approve agenda Items 12 and 14. Mr. De La Viña seconded the motion; motion carried.

**APPROVAL OF THE
PURCHASE OF AN UPDATED
CATALOG MANAGEMENT
SYSTEM FOR THE
COLLEGE'S ONLINE
CATALOG – MS. DEIRDRE
REYNA**

At 7:35 p.m., Ms. Mares moved to combine Items 13 and 24 and go into executive session pursuant to Texas Government Code Section 551.071. Mr. De La Viña seconded the motion. Mr. Meurer inquired if Ms. Vela would like to make a remark to Item 24. Ms. Vela recused herself from the matter because she has a potential financial interest in the matter. Motion carried.

**DISCUSSION OF THE
STATUS OF LAREDO
COMMUNITY COLLEGE
FACILITIES MASTER PLAN,
PHASE 3 BOND
CONSTRUCTION PROJECTS,
AND RECOMMENDATION TO
INCLUDE THE FOLLOWING
PROJECTS AS PART OF
PHASE 3: HEATING AND
AIR CONDITIONING
INFRASTRUCTURE
UPGRADES AT THE
COLLEGE SOUTH CAMPUS,
MARAVILLO GYMNASIUM
REMODELING, STUDENT
HOUSING AT THE FORT
MCINTOSH CAMPUS, AND
CAMPUS FIBER OPTIC
INFRASTRUCTURE
UPGRADE. POSSIBLE**

**CLOSED SESSION
PURSUANT TO TEXAS
GOVERNMENT CODE
SECTION 551.071 -
BUILDING COMMITTEE**

**EXECUTIVE SESSION
DISCUSS LEGAL ISSUES
RELATED TO A FACULTY
SENATE CLAIM REVIEWED
BY THE LAREDO
COMMUNITY COLLEGE
BOARD OF TRUSTEES AD
HOC COMMITTEE. CLOSED
SESSION PURSUANT TO
TEXAS GOVERNMENT CODE
SECTION 551.071.**

**DISCUSSION AND POSSIBLE
ACTION**

**DISCUSSION OF THE
STATUS OF LAREDO
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CLOSED SESSION
PURSUANT TO TEXAS
GOVERNMENT CODE
SECTION 551.071 -
BUILDING COMMITTEE**

**APPROVAL OF STAFFING
AGENCY CONTRACT(S) FOR
TEMPORARY EMPLOYEES -
MR. CESAR E. VELA, JR.**

**APPROVAL OF
MODIFICATION TO POLICY
DEB(LOCAL),
COMPENSATION AND
BENEFITS-FRINGE
BENEFITS - MS VERONICA
CARDENAS/MS JOYA
VIDAURRI**

The Board reconvened to open session at 9:00 p.m. Judge Martinez noted for the record that no action took place in executive session and will continue the order of the Board of Trustees agenda. A quorum was established.

Ms. De La Peña moved “that the Laredo Community College Board of Trustees include in the Facilities Master Plan Phase 3 bond construction projects the following four projects: Heating and Air Conditioning Infrastructure Upgrade at the South Campus, Maravillo Gym remodeling, student housing at Fort McIntosh Campus, campus fiber optic infrastructure upgrade. Funds for these projects come from savings in connection with three previously approved projects, the student center at the South Campus, the Martinez Fine Arts Center, and the Oil & Gas Institute. The college will still proceed with these three projects but at a reduced scale. The addition of the four projects is in the best interest of the college and this is my motion”. Mr. De La Viña seconded the motion; motion carried.

Mr. Vela reported that Administration is requesting that the Board approve a one year agreement with the option to renew annually for four additional years not to exceed a term of five years with the following Staffing Agencies for Temporary Employees: Progressive Staffing Services, Elite Employment, All Temps, and HR Employment Solutions. These agencies would be used to fill temporary positions, as needed, in custodial, grounds, general maintenance, event setup, warehouse, and office clerks. Ms. Mares so moved. Ms. De La Peña seconded the motion. Mr. Meurer asked “that the Board consider giving authority to the Administration to negotiate the terms of those contacts”. Ms. Mares amended her motion to include the negotiation of contracts. Mr. De La Viña seconded the motion; motion carried.

Ms. Joya Vidaurri, Human Resources Benefits Specialist, asked that the Board approve the following modification to DEB(Local) policy (~~Text~~ to be deleted):

The College District shall waive 100 percent of the Laredo Community College course-related fees and tuition at the in-district tuition rate (no

textbooks) for successfully completed credit hours each academic year, including academic and vocational/technical credit hours.

Ms. Mares moved to approve the modification as presented. Mr. Tijerina seconded the motion; motion carried.

DISCUSSION OF CONTRACT BETWEEN LAREDO COMMUNITY COLLEGE AND SEPULVEDA ASSOCIATES ARCHITECTS, INC. WHICH RENEWED FOR A ONE YEAR TERM ON OCTOBER 1, 2016, INCLUDING POSSIBLE TERMINATION- MS.

MICHELLE DE LA PEÑA AND MS. ERNESTINA "TITA" CANTU VELA

Ms. De La Peña moved "that Laredo Community College terminate the agreement between Laredo Community College and the architect of record and that Administration provide the 90-day written notice as stated in the agreement". Mr. Tijerina seconded the motion. Mr. Meurer clarified for the record that the contract to be terminated was the contract entered into on October 1, 2004 and was renewed on September 24, 2009 for a five year term and subsequently renewed automatically for one year terms. Mr. De La Viña inquired if the architect of record will be able to apply for projects. Dr. Ricardo Solis indicated yes. Motion passed. Ms. Mares opposed. Judge Martinez recognized Mr. Robert Sepulveda, architect. Mr. Sepulveda thanked the Board and staff for the opportunity to work for the college.

APPROVE OF INITIATION OF PROCESS TO PROCURE THE PROFESSIONAL SERVICES OF ARCHITECT(S) - DR.

NORA STEWART

Dr. Stewart requested that the Board approve initiating the process needed to procure the professional services of an architect through Request for Qualifications. There will be several architects on record to allow the College to use as needed. Mr. Meurer explained the process to use through the Texas Government Code's Professional Services Procurement Act. Ms. Ramos clarified that this service has nothing to do with the Bond projects as the architects have already been selected. Mr. Meurer inquired if the additional four projects that the Board has just added to the Phase III Facilities Master Plan will use another method. Dr. Ricardo Solis clarified that for the four projects just approved, the RFQ is going to be available to the new architects that decide to submit their qualifications. The Board voted; the item passed. Ms. Mares opposed.

AD HOC COMMITTEE REPORT CONCERNING THE STATUS OF DEVELOPING NEW TITLES FOR LAREDO COMMUNITY COLLEGE FACULTY MEMBERS - MS.

JACKIE LEVEN-RAMOS

Ms. Ramos moved that the Board defer this item to a later time. Ms. Mares seconded the motion; motion carried.

INFORMATION ITEMS

RECAP BOARD WORKSHOP AND RETREAT OF MARCH 4, 2017 - JUDGE MERCURIO MARTINEZ, JR.

Judge Martinez called on Dr. Ricardo Solis to provide a recap. Dr. Solis mentioned that the retreat was very informative and productive.

FY2018 BUDGET TIMELINE UPDATE - DR. NORA STEWART

Dr. Stewart provided an update of the FY2018 budget timeline. Ms. Ramos inquired if all departments and all employee categories will be addressed. Dr. Stewart noted that all employees are invited to attend the meetings. Mr. De La Viña asked that all employees be considered. Dr. Stewart noted that all are incorporated into the budget. Ms. Ramos commended Dr. Stewart and the entire staff for their hard work.

BI-MONTHLY PROGRESS REPORT ON THE CURRENT LCC FACILITIES MASTER PLAN PHASE III CONSTRUCTION PROJECTS, INCLUDING BUDGETS, PROJECTED COSTS,

Mr. Robert Porter, Construction Project Manager, distributed a timeline and handout containing the status of the following projects: Billy Hall renovations, Health Science Center, Student Union, Yearly Library, Campus Mall improvements, Oil & Gas Program, Martinez Fine Arts Program, De La Garza Building renovations, Cigarroa Science buildings,

**TIMELINES AND THE
BUILDING PRIORITY LIST -**
MR. ROBERT PORTER

and campus signage. Ms. Ramos suggested to create a video of the construction projects and put on the LCC website.

Dr. Ricardo Solis announced that the groundbreaking ceremony for the Health Sciences building is scheduled for April 11th at 6:30 p.m.

**REVIEW AND DISCUSS
CLAIM BROUGHT FORTH BY
THE FACULTY SENATE**

Ms. Ramos moved “that the Board of Trustees find that for fiscal years 2005-2017, pursuant to its’ authority, the Board of Trustees adopted budgets for the operations of the Laredo Community College as required by law, in duly noticed open meetings. The budgets included salary schedules recommended by the College President and approved by the Board and line item detail of salaries and other compensation to be paid to College employees and that the Laredo Community College Board of Trustees did act accordingly and in good faith in the budget process of fiscal years 2005-2016 and provided adequate, fair, just compensation and wages to all tenured and non-tenured faculty members. Furthermore, the Laredo Community College Board of 2017, instructs Dr. Ricardo Solis to proceed with the budgetary process for fiscal year 2017-2018 addressing all aspects of the budget to bring to the Board”. Ms. De La Peña seconded the motion. Ms. Mares called for the question. Motion carried unanimously.

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

The reports were provided for information purposes.

NEXT MEETING DATE

Judge Martinez announced the next meeting date is Thursday, April 27, 2017.

ADJOURNMENT

At 9:45 p.m., Ms. Mares moved to adjourn the meeting and was seconded by Mr. De La Viña. The motion carried.