



LAREDO COLLEGE DISTRICT
Laredo, Texas

The Public Hearing on Proposed 2019 Budget of the Laredo College Board of Trustees convened on Tuesday, August 28, 2018, beginning at 6:10 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
Cynthia Mares, Secretary
Henry S. Carranza
Gilberto Martinez Jr.
Michelle De La Peña
Jackie Leven-Ramos
Tita C. Vela
Cin Bickel, Ex-officio

MEMBERS ABSENT

Rene De La Viña

OTHERS

Ricardo J. Solis
Rusty Meurer, College Attorney

CALL TO ORDER

Judge Martinez called the public hearing to order. Ms. Mares called the roll. A quorum of the members was present.

**PUBLIC HEARING ON
PROPOSED 2019 BUDGET –
MR. CESAR E. VELA, JR.**

Judge Martinez presided as Chair of the Public Hearing and provided the following background information:

- Pursuant to Laredo College Board of Trustees Policy CC(Local), today's annual public hearing allows members of the public an opportunity to speak on the proposed 2019 budget.
- All individuals who would like to speak on the proposed budget should approach the podium, one at a time. Before speaking, each individual shall sign up on the sign-in sheet located at the podium. Each person shall have up to three minutes to speak and must confine his or her remarks to the appropriation of funds as contained in the proposed budget.

There being no speakers, Judge Martinez concluded the public hearing.

ADJOURNMENT

Judge Martinez entertained a motion to close the public hearing. Mr. Tijerina so moved. Dr. Carranza seconded the motion; motion carried. Judge Martinez announced the Public Hearing closed at 6:15 p.m.

The Regular Board meeting of the Laredo College Board of Trustees convened immediately following the public hearing on the Proposed 2019 Budget.

ROLL CALL	<u>MEMBERS PRESENT</u>	<u>OTHERS</u>
	Mercurio Martinez Jr, President Allen Tijerina, Vice President Cynthia Mares, Secretary Henry S. Carranza (left the meeting at 7:38 p.m.) Gilberto Martinez Jr. Michelle De La Peña Jackie Leven-Ramos Tita C. Vela Cin Bickel, Ex-officio <u>MEMBERS ABSENT</u> Rene De La Viña	Ricardo J. Solis Rusty Meurer, College Attorney Sandra Cortez Dianna Miller Manuel Ramirez Nora Garza Joya Vidaurri Cesar Vela Fred Solis David V. Arreazola Marisela Rodriguez Veronica Cardenas Rodney H. Rodriguez

CALL TO ORDER Judge Martinez called the meeting to order. Ms. Mares called the roll. A quorum of the members was present.

APPROVAL OF THE MINUTES FOR: REGULAR BOARD OF TRUSTEES MEETING OF JUNE 28, 2018, SPECIAL BOARD OF TRUSTEES MEETING OF JULY 16, 2018, SPECIAL BOARD OF TRUSTEES MEETING OF AUGUST 7, 2018, 1ST PUBLIC HEARING OF AUGUST 16, 2018, AND 2ND PUBLIC HEARING OF AUGUST 21, 2018 Ms. Leven-Ramos moved to approve the minutes as presented. The motion was seconded by Mr. Tijerina; motion carried.

PUBLIC TESTIMONY No one signed up for public testimony.

RECOGNITIONS, COMMUNICATIONS, AND INTRODUCTIONS Ms. Sandra Cortez, Senior Director of Community Education, announced that the State has acknowledged that they have met 10 out of 10 enrollment targets for 2017 – 2018 for the AEL End-of-Year Performance Summary for Laredo College. She recognized her staff for their work.

Dr. Dianna Miller, Dean of Health Sciences, and Mr. Manuel Ramirez, EMS Program Director, announced that the EMS Program was awarded national accreditation five years, the maximum allowed by the Commission on Accreditation of Allied Health Education Programs. This is the first time Laredo College receives this national accreditation. The EMS Program is also accredited by the Texas Department of State Health Services since 1984. He introduced faculty and staff: Dr. Calixto Lopez, Medical Director; Mr. Manuel Ramirez, Director; Mr. Benjamin Martinez, EMS Instructor; Mr. Alejandro Recio, EMS Instructor; Mr. Eduardo Ramirez, EMS Instructor; Mr. Mauro Ramon, and Ms. Miriam Hinojosa, faculty secretary.

Dr. Carranza recognized the volleyball team and Coach Harry on their wins.

Dr. Ricardo Solis announced Laredo College’s designation as a National Center of Academic Excellence in Cyber Defense Two-Year Education

through academic year 2023 by the National Security Agency and the Department of Homeland Security.

Dr. Nora Garza, Vice President for Resource Development, announced that Laredo College's STEM Articulation grant is one of five finalists for Excelencia in Education.

Dr. Ricardo Solis introduced the following new employees: Brenda Garcia, Cosmetology Instructor; Emilio Juarez, Carpenter; Sandra Sanchez, Cosmetology Instructor; Phylis Zimmermann, eLearning & Instructional Design Specialist; Alejandro Contreras, Senior Cashier; Salvador Sciaraffa, Grant Coordinator; Vanessa C. Filazzola, Tutor Coordinator; Javier A. Gutierrez, Grant Support Specialist; Veronica Dominguez, Associate Degree Nursing Instructor; Marissa Jimenez, Bachelor of Science in Nursing Instructor; Jeannette Johnson, Associate Degree Nursing Instructor; Marilissa Martinez, Nursing Assistant Instructor; Joana E. Santillana, Public Relations Specialist I; Jose Luis Santos, Bachelor of Science in Nursing Instructor; and Humberto Barrera, Computer Aided Drafting & Design (CAD) Instructor.

Judge Martinez recognized Dr. Gilberto Martinez for his service on the Board, as this meeting is his last meeting. He was presented a memento for his service. Dr. Martinez commented on his service on the Board.

Judge Martinez announced that the United States and Mexico have come to an agreement to continue NAFTA with certain modifications.

FACULTY SENATE REPORT

Dr. Cin Bickel, Faculty Senate President, reported on: 1) Fall 2018 classes/enrollment, 2) TASB recommendations made and approved during Special Board meeting on August 7, 2018, in reference to DEA(LOCAL) and DCB(LOCAL) policies, and 3) gratitude to Dr. Gil Martinez.

CLASSIFIED STAFF COUNCIL REPORT

Ms. Joya Vidaurri, Classified Staff Council President, reported on: 1) community project of a school supply and uniform drive for Casa Misericordia and 2) TASB recommendations.

DISCUSSION AND POSSIBLE ACTION

FY 2019 BUDGET AND 2018 PROPERTY TAX RATE: - MR. CESAR E. VELA, JR.

- A. RESOLUTION ADOPTING FY 2019 BUDGET**
- B. RESOLUTION ADOPTING 2018 PROPERTY TAX RATE**
- C. RESOLUTION AUTHORIZING COLLECTION OF "GENERAL USE FEE" AND EXPENDITURE OF FUNDS FOR FY 2019**

Mr. Cesar E. Vela, Jr., Chief Financial Officer, thanked Dr. Martinez on behalf of the Finance Office for all his contributions to Laredo College and also thanked the Budget Committee for their work on the FY 2019 Budget. Mr. Vela made a detailed presentation on the proposed 2019 budget (planning factors, general operating fund, salaries, 2019 proposed budget by category, and 2019 tax information). During his presentation, Mr. Vela noted that there are 47 faculty members, 9 administrative/professional/technical staff, and 1 classified staff that have maxed out of the new pay system and the recommendation is that these employees be included in the pay increase this year. Discussion followed. Ms. Leven-Ramos mentioned that the increase should be given to all employees since it is a transition but it should be noted that it will not be done for the following years for those who max out. Throughout the presentation, questions from Board members were answered.

Mr. Vela reported that the proposed tax rate is 32.7 cents, which is a decrease of one penny. Judge Martinez asked that the record reflect that it is a drop from last year. Judge Martinez asked for a motion for the adoption of the FY 2019 Budget. Ms. Mares asked if the approval of the budget can be deferred to another meeting since there are many questions. Mr. Rusty Meurer, College Attorney, noted that the Higher Education Code, Section 51.0051, states that the budget must be adopted by September 1. He did indicate that the Board may adopt the budget tonight and amend the budget later. Discussion took place on budget presentation. Judge Martinez called for a motion to adopt the FY 2019 Budget. Ms. Leven-Ramos so moved. Mr. Tijerina seconded the motion; motion carried.

Dr. Martinez moved to adopt the 2018 Property Tax Rate. Mr. Tijerina seconded the motion; motion carried.

Ms. Mares moved to authorize collection of 'General Use Fee' and expenditure of funds for FY 2019. Mr. Tijerina seconded the motion; motion carried.

APPROVAL OF INTERLOCAL AGREEMENT BETWEEN WEBB COUNTY AND THE LAREDO COLLEGE FOR THE COLLECTION OF AD VALOREM TAXES – MR. CESAR E. VELA, JR.

Judge Martinez asked for a motion to approve this item. Ms. Leven-Ramos so moved. Ms. De La Peña seconded the motion; motion carried.

**CONSENT AGENDA
APPROVAL OF PURCHASE FOR NETWORK AND ANCILLARY EQUIPMENT FOR THE YEARY LIBRARY AS PART OF THE FACILITIES MASTER PLAN PHASE III-YEARLY LIBRARY RENOVATION – MR. LUCIANO RAMON**

Ms. Mares moved to approve the items under Consent Agenda. Ms. De La Peña seconded the motion; motion carried.

APPROVAL OF INFORMATION TECHNOLOGY SUPPORT AND MAINTENANCE EXPENDITURES AS APPROVED IN THE FY 2019 BUDGET – MR. LUCIANO RAMON

- PURCHASES FOR INSURANCE SERVICES – MR. CESAR E. VELA, JR.**
- A. APPROVAL FOR THE PURCHASE OF STUDENT ACCIDENT INSURANCE SERVICES**
 - B. APPROVAL FOR THE PURCHASE OF WORKERS COMPENSATION INSURANCE SERVICES**
 - C. APPROVAL FOR THE PURCHASE OF**

**COMMERCIAL
GENERAL
INSURANCES
SERVICES**

**APPROVAL OF MEMORANDA
OF UNDERSTANDING (MOU)
WITH LAREDO
INDEPENDENT SCHOOL
DISTRICT FOR A
PATHWAYS IN
TECHNOLOGY EARLY
COLLEGE HIGH SCHOOL
(PTECH) AND AN EARLY
COLLEGE ACADEMY – DR.
FRED SOLIS**

**DISCUSSION AND POSSIBLE
ACTION
APPROVAL OF MEMORANDA
OF UNDERSTANDING (MOU)
WITH UNITED
INDEPENDENT SCHOOL
DISTRICT FOR SERVING AS
STUDENT-PARENT
REUNIFICATION SITE – DR.
FRED SOLIS**

**ACCEPTANCE OF THE
RESIGNATION OF A
MEMBER OF THE LAREDO
COLLEGE BOARD OF
TRUSTEES, POSITION 6,
AND FILLING THE VACANCY
BY APPOINTMENT**

**JULY 2018 FINANCIAL
REPORT – MR. CESAR E.
VELA, JR.**

**APPROVAL OF MAY 2018
QUARTERLY INVESTMENT
REPORT – MR. CESAR E.
VELA, JR.**

**APPROVAL OF FACULTY
RANKS AND TITLES – DR.
DAVID V. ARREAZOLA**

Dr. Fred Solis, Vice President of Enrollment & Student Success, reported that UISD is requesting for Laredo College to cooperate in serving as an emergency evacuation site where students and parents can be reunified in case a school is evacuated due to natural or man-made causes. He asked that the Board approve the MOU that governs the relationship. Ms. Mares moved to approve. Ms. De La Peña seconded the motion; motion carried.

Judge Martinez noted that the Board needs to accept Dr. Martinez's resignation with the understanding that he will continue to have a vote through the end of the meeting. Dr. Martinez clarified that his resignation letter stated until August 31st and that he would like to abstain from this item. Ms. Mares moved to accept the resignation of Dr. Martinez as of August 31, 2018. Mr. Tijerina seconded the motion; motion carried. Dr. Martinez abstained.

Mr. Vela reviewed the following financial information for the report as of July 31, 2018: revenues were \$56.8 million (still working with dual enrollment to obtain the allocation for the program); expenditures were \$45.9 million; taxes collected were \$32.7 million; general operating fund balance net change is \$10.8 million. Ms. Mares moved to acknowledge the report. Mr. Tijerina seconded the motion; motion carried. Judge Martinez asked that the record reflect that five Board members voted.

Mr. Vela asked that the Board approve the quarterly investment report for May 2018. Total investments are \$145,738,570. Ms. Mares moved to approve the report. Ms. Leven-Ramos seconded the motion; motion carried.

Dr. David V. Arreazola, Interim Provost/Vice President of Academic Affairs and Senior Director of Institutional Effectiveness and Research, asked that the Board approve the proposed modifications to the ranks and titles for instructors at Laredo College. Ms. Mares noted that the Program/Policy Committee met to discuss the proposed modifications and it was recommended to come up with procedures of how tenure track and non-tenure track positions are decided. Ms. Mares moved to approve the Faculty Ranks and Titles as presented. Ms. Ramos seconded the motion. Dr. Marisela Rodriguez, Dean of Arts & Sciences, asked for consistency that the same verbiage be kept with assistant professor of teaching and assistant professor of practice. Dr. Martinez noted that there are degrees in teaching. Discussion followed and it was

recommended to leave as presented. Ms. Mares called for the question. Motion carried.

APPROVAL OF REVISION TO THE 2018 – 2019 ACADEMIC CALENDAR – DR. DAVID V. ARREAZOLA

Dr. Arreazola asked that the Board approve the presented revision to the Academic Calendar for the 2018 – 2019 academic year. Ms. Leven-Ramos so moved. Mr. Tijerina seconded the motion; motion carried.

APPROVAL OF CLOSING OUT 2015-2018 STRATEGIC PLAN – DR. DAVID V. ARREAZOLA

Dr. Arreazola presented background information of the strategic plan that was adopted September 3, 2015. He also presented the Strategic Plan 2018 – 2023 mission, vision, and core values, which should be brought to the Board for approval next month. He asked that the Board approve the closing out of the 2015-2018 strategic plan. Ms. Leven-Ramos so moved. Mr. Tijerina seconded the motion; motion carried.

APPROVAL OF PROPOSED MODIFICATION TO BOARD POLICY AD(LOCAL): EDUCATIONAL ROLE, MISSION, PURPOSE, AND RESPONSIBILITY – DR. DAVID V. ARREAZOLA

Dr. Arreazola asked that the Board approve the proposed modification to AD(LOCAL) policy as presented. Ms. Leven-Ramos moved to approve the proposed modification. Mr. Tijerina seconded the motion; motion carried.

APPROVAL OF PROPOSED MODIFICATION TO BOARD POLICY DCB(LOCAL): EMPLOYMENT PRACTICES – TENURE TO REFLECT THE BOARD'S ACTION ON TENURE – MS. VERONICA CARDENAS

Ms. Veronica Cardenas, Senior Director of Human Resources and Safety, presented modifications to DCB(LOCAL) policy that reflect changes that the Board approved on August 7, 2018 regarding tenure. Being that copies of the proposed modifications needed to be made for the Board, Judge Martinez asked for a motion to temporarily defer the item. Mr. Tijerina so moved. Ms. De La Peña seconded the motion; motion carried.

APPROVAL OF THE EMPLOYMENT OF PROVOST/VICE PRESIDENT OF ACADEMIC AFFAIRS AND APPOINTMENT OF AN INTERIM DEAN OF ARTS AND SCIENCES. POSSIBLE CLOSED SESSION PURSUANT TO TEXAS GOVERNMENT CODE SECTION 551.074 – DR. RICARDO J. SOLIS

Judge Martinez asked if a closed session is needed. Dr. Ricardo Solis asked the Board if they had an opportunity to review the letter sent last week. Dr. Martinez indicated that he had a few questions and moved to go into closed session pursuant to Texas Government Code Section 551.074. Ms. Leven-Ramos moved to include Item 27 - *Discussion Pursuant to Texas Government Code Section 551.076 Concerning the Acceptance of 3rd Safety & Security Audit of Laredo College Per TEC 37.108b* and Item 28 - *Initiation of the Annual Evaluation of the College President Pursuant to Laredo College Board Policy BFE(LOCAL), including Establishing Procedures and Setting a Timeline to Conduct the Evaluation*. Ms. De La Peña seconded the motion. Mr. Meurer noted that based on the current motion on the floor, the Board can go into executive session to discuss Items 23, 27, and 28 but will not be able to discuss the second part of Item 15 - *Acceptance of the Resignation of a Member of the Laredo College Board of Trustees, Position 6, and Filling the Vacancy by Appointment*. If the Board does want to discuss, it must be included in the motion and the appropriate Texas Government Code Section is 551.074. Ms. Leven-Ramos asked to include Item 15 in her motion. Motion carried.

The Board went into executive session at 8:36 p.m.

The Board reconvened to open session at 9:35 p.m. Judge Martinez noted that no action was taken in executive session.

**APPROVAL OF PROPOSED
MODIFICATION TO BOARD
POLICY DCB(LOCAL):
EMPLOYMENT PRACTICES –
TENURE TO REFLECT THE
BOARD’S ACTION ON
TENURE – MS. VERONICA
CARDENAS**

Ms. Cardenas presented modifications to DCB(LOCAL) policy that reflect changes that the Board approved on August 7, 2018 regarding tenure. Ms. Leven-Ramos moved “to approve the proposed modification to Board policy DCB(LOCAL): Employment Practices – Tenure to Reflect the Board’s Action on Tenure”. Mr. Tijerina seconded the motion. Judge Martinez recognized Dr. Bickel. Dr. Bickel asked that the Board include “with the understanding that the BOT will direct the administration to work with the faculty and department chairs in developing the ‘so called’ administrative regulations, which will be the procedures”. Ms. Mares noted that this was discussed at the Program/Policy Committee meeting but was not acknowledged in the policy. Dr. Martinez noted that he was not thrilled of having faculty titles which opened the gate of having tenure removed. He stated for the record that he stated “from the very beginning has come to pass”. He cautioned about how an assistant teaching professor or assistant professor of practice is going to be differentiated from those who are non-tenure track and tenure track. Ms. Leven-Ramos amended her motion to include Dr. Bickel’s recommendation. Mr. Tijerina seconded the motion; motion carried. Dr. Martinez voted against.

**APPROVAL OF THE
EMPLOYMENT OF
PROVOST/VICE PRESIDENT
OF ACADEMIC AFFAIRS
AND APPOINTMENT OF AN
INTERIM DEAN OF ARTS
AND SCIENCES – DR.
RICARDO J. SOLIS**

Ms. Mares moved “to approve the recommendations presented by Dr. Ricardo Solis in the employment of Provost/Vice President of Academic Affairs and the interim dean”. Ms. De La Peña seconded the motion. Dr. Martinez commented on the selections. Dr. Ricardo Solis announced the new Provost/Vice President of Academic Affairs, Dr. Marisela Rodriguez. Dr. Marisela Rodriguez announced Dr. Horacio Salinas as the interim Dean of Arts & Sciences. She announced that due to Dr. Salinas’ appointment, it leaves the Social & Behavioral Sciences Department Chair position open; therefore, she recommended Dr. Laura Ramirez-Cruz as department chair and Dr. Laura Lopez as Honors Program Director. Judge Martinez recognized legal counsel. Mr. Meurer reminded the Board to vote on the motion that was on the floor. A vote was taken; Ms. Leven-Ramos was not present for the vote. Motion carried unanimously.

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

None.

**LAREDO COLLEGE BOARD
OF TRUSTEES ELECTION
UPDATE – DR. RODNEY H.
RODRIGUEZ**

Dr. Rodney H. Rodriguez, Executive Director of Strategic and External Initiatives, presented an update of the 2018 Laredo College District Joint Elections. The election is scheduled for November 6, 2018. Public open forums with the candidates will be scheduled and dates will be provided to the Board.

**LAREDO COLLEGE
MARKETING &
ADVERTISING
PRESENTATION – DR.
RODNEY H. RODRIGUEZ**

Dr. Rodney H. Rodriguez distributed and presented a Marketing & Advertising Report, which included budget distribution, advertising survey results, and advertising reports. Dr. Rodriguez recognized Mr. Obed Guerrero, Director of Marketing & Advertising Department, for his efforts.

**ACCEPTANCE OF 3RD
SAFETY & SECURITY AUDIT
OF LAREDO COLLEGE PER
TEC 37.108B**

Ms. Mares moved to accept the audit. Mr. Tijerina seconded the motion; motion carried.

INITIATE THE ANNUAL EVALUATION OF THE COLLEGE PRESIDENT PURSUANT TO LAREDO COLLEGE BOARD POLICY BFE(LOCAL), INCLUDING ESTABLISHING PROCEDURES AND SETTING A TIMELINE TO CONDUCT THE EVALUATION – MS. CYNTHIA MARES

Ms. Mares moved to “approve the discussion in executive session regarding the timeline and when to conduct this”. Mr. Tijerina seconded the motion; motion carried.

APPOINTMENT OF BOARD MEMBER TO THE PROGRAM/POLICY COMMITTEE

Judge Martinez appointed Ms. Leven-Ramos to the committee. Ms. De La Peña apologized but she asked if the committee day and time can be adjusted so that she could attend the committee meetings. It was agreed to schedule the committee meetings before the Board meetings; therefore, the committee members were not changed.

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

The reports were provided for information purposes.

Dr. Ricardo Solis thanked Dr. Veronica Martinez for serving as chair of the Provost/Vice President of Academic Affairs Search Committee.

NEXT MEETING DATES:

Judge Martinez announced the following meeting dates:

- Monday, September 17, 2018, 5:30 p.m. – Board Workshop with Dr. Belle Wheelan
- Monday, September 24, 2018, 5:30 p.m. – Building Committee Meeting *(if needed)*
- Wednesday, September 26, 2018, 5:30 p.m. – Finance & Audit Committee Meeting *(if needed)*
- Thursday, September 27, 2018, 6:00 p.m. – Regular Board of Trustees Meeting
- Thursday, September 27, 2018, 5:00 p.m. – Program/Policy Committee Meeting *(if needed)*

Dr. Ricardo Solis thanked Dr. David V. Arreazola for serving as interim Provost/Vice President of Academic Affairs.

ADJOURNMENT

At 10:20 p.m., Ms. Mares moved to adjourn the meeting. Mr. Tijerina seconded the motion; motion carried.