



LAREDO COLLEGE DISTRICT
Laredo, Texas

The special meeting of the Laredo College Board of Trustees convened on Tuesday, August 7, 2018, beginning at 6:12 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, Ph.D.
Michelle De La Peña
Jackie Leven-Ramos
Tita C. Vela (*arrived at 6:31 p.m.*)
Victoria Rodriguez representing Cin
Bickel, Ex-officio

OTHERS

Ricardo J. Solis
Rusty Meurer, College Attorney
Cesar E. Vela, Jr.
Norma Farabough
Rodney H. Rodriguez
Orlando Zepeda
Veronica Cardenas

MEMBERS ABSENT

Rene De La Viña
Gilberto Martinez Jr., Ed.D.

CALL TO ORDER

Judge Martinez called the meeting to order. Mr. Tijerina called the roll. A quorum of the members was present.

DISCUSSION AND POSSIBLE ACTION

DEMAND LETTER PRESENTED BY MARK W. ROBINETT

Judge Martinez asked that Item 15 – *Demand Letter Presented by Mark W. Robinett* – be moved up on the agenda. Mr. Tijerina so moved. Ms. Mares seconded the motion; motion carried. Judge Martinez called on Ms. Leven-Ramos for the background and motion. Ms. Leven-Ramos noted that the Board has considered this subject in great detail for some time. She gave background information on the item. Ms. Leven-Ramos moved “that we reiterate the Board’s position that we find no merit on the claims asserted by Mr. Robinett and instruct the College President to advise him accordingly”. Dr. Carranza seconded the motion; motion carried unanimously.

APPROVAL OF GUARANTEED MAXIMUM PRICE (GMAX) FOR COSMETOLOGY PROJECT FOR THE FACILITIES MASTER PLAN PHASE III – MR. CESAR VELA

Mr. Cesar E. Vela, Jr., Chief Financial Officer, asked that the Board approve the Guaranteed Maximum Price of \$1,126,062.25 for the cosmetology project, a component of Laredo College’s Facilities Master Plan Phase III. Judge Martinez emphasized that the cosmetology project will not have a negative impact on the facility. Mr. Vela answered questions from the Board. Ms. Leven-Ramos asked for another tour of the facility be scheduled. Ms. Leven-Ramos moved to approve the GMAX. Dr. Carranza seconded the motion; motion carried.

FY 2019 BUDGET UPDATE – MR. CESAR VELA

Mr. Vela presented the FY2019 Budget Update for information only. He answered questions from the Board. Judge Martinez asked for a motion to acknowledge the update. Ms. Leven-Ramos so moved. Mr. Tijerina seconded the motion; motion carried.

Judge Martinez asked that the record reflect that Ms. Vela has joined the meeting.

DISCUSSION AND POSSIBLE ACTION CONCERNING THE FOLLOWING MATTERS RELATED TO APPRAISAL ROLL AND TAX RATE: - MR. CESAR VELA

- A. APPROVE THE 2018 CERTIFICATION OF THE APPRAISAL ROLL**
- B. APPROVE THE ANTICIPATED DEBT COLLECTION FOR 2018 OF 100%**
- C. TAKE ACTION ON THE TAX RATE: IF PROPOSED TAX RATE WILL EXCEED THE EFFECTIVE TAX RATE, TAKE RECORD VOTE (TO CONSIDER THE TAX INCREASE) AND SCHEDULE PUBLIC HEARINGS (DATE, TIME AND PLACE)**

Ms. Norma Farabough, Webb County Tax Assessor-Collector, reported the 2018 certified appraisal roll for LC is \$17,163,317,196, the assessed value is \$17,100,323,803, the net taxable value is \$14,103,401,890, total number of accounts are 89,585, new value market is \$313,518,022, and new value taxable is \$303,310,877. Ms. Leven-Ramos moved to approve the 2018 certified appraisal roll values. Mr. Tijerina seconded the motion; motion carried.

Ms. Farabough asked that the Board approve the anticipated debt collection of 100%. Ms. De La Peña so moved. Dr. Carranza seconded the motion; motion carried.

Ms. Farabough explained that since the college's proposed total tax rate (\$0.327103) will exceed the effective tax rate (\$0.323721), the college will need to hold two public hearings. The Board will schedule the first public hearing on August 16th and the second public hearing on August 21st. Ms. Leven-Ramos so moved. Dr. Carranza seconded the motion; motion carried unanimously.

JUNE 2018 FINANCIAL REPORT - MR. CESAR VELA

Judge Martinez asked that Item 6 – *June 2018 Financial Report* and Item 7 – *Approval of May 2018 Quarterly Investment Report* be deferred to the next meeting. Mr. Tijerina so moved. Ms. De La Peña seconded the motion. Ms. Vela asked to go over the report as she had concerns on the advertising budget. Dr. Rodney H. Rodriguez, Executive Director of Strategic and External Initiatives, went over LC's marketing/advertising strategies. Discussion followed. Ms. Vela also had a question on the miscellaneous expenditures. Mr. Vela indicated that these funds are for the new initiatives. Ms. Leven-Ramos asked that line items such as miscellaneous be identified. Ms. Mares inquired about commission from food services. Mr. Vela noted that currently all the food vendors are not charged commission. Discussion followed. Judge Martinez asked for a motion to acknowledge this item. Dr. Carranza so moved. Mr. Tijerina seconded the motion; motion carried.

APPROVAL OF MAY 2018 QUARTERLY INVESTMENT REPORT - MR. CESAR VELA

Judge Martinez noted that this item will be deferred and asked if there is a consensus. No one objected.

APPROVAL FOR PURCHASE OF COMPUTERS FOR CYBER SECURITY LABS - MR. CESAR VELA

Mr. Vela asked that the Board approve the purchase of computers for the Cyber Security Labs in the amount not to exceed \$66,100. Ms. Mares so moved. Mr. Tijerina seconded the motion; motion carried.

APPROVAL OF FACILITIES MASTER PLAN PHASE III CONTRACT FOR HVAC UPGRADE PROJECT - MR. CESAR VELA

Mr. Vela asked that the Board approve the contract with Trane for HVAC Upgrades at the South and Fort McIntosh Campuses in the amount of \$1,818,500. Ms. Mares so moved. Ms. Leven-Ramos seconded the motion; motion carried.

APPROVAL OF WATER LINE PROJECT AND DETERMINE THE PROJECT DELIVERY/CONTRACT AWARD METHOD THAT PROVIDES THE BEST VALUE TO THE COLLEGE - MR. CESAR VELA

Mr. Vela presented this item. Mr. Orlando Zepeda, Director of Plant Operations and Maintenance, answered questions from the Board. Mr. Vela asked that the Board approve the following:

- Approve the Fort McIntosh water line project as presented. Ms. Mares so moved. Mr. Tijerina seconded the motion; motion carried.
- Approve the competitive seal proposal method as the procurement method that will provide the best value for the College. Ms. Leven-Ramos so moved. Dr. Carranza seconded the motion; motion carried.

- Approve the use of \$362,000 from the Physical Plant Fund Balance to fund the project. Ms. Mares so moved. Ms. Leven-Ramos seconded the motion; motion carried.

APPROVE PROPOSED BOARD POLICY MODIFICATIONS TO ALIGN WITH TASB RECOMMENDATIONS (SEE LIST BELOW): - MS.

VERONICA CARDENAS

AB(LOCAL): COLLEGE DISTRICT NAME AND DEFINITIONS

DCB(LOCAL): EMPLOYMENT PRACTICES – TENURE

DEA(LOCAL): COMPENSATION AND BENEFITS – SALARIES AND WAGES

DLA(LOCAL): EMPLOYEE PERFORMANCE EVALUATION

Ms. Mares reported that the Program/Policy Committee reviewed these policies. Ms. Veronica Cardenas, Senior Director of Human Resources and Safety, went over the policies that require modifications to align with TASB recommendations. Ms. Mares moved to approve the proposed policy modifications to align with TASB recommendations. Ms. Vela seconded the motion; motion carried.

TASB BOARD POLICY UPDATE 34: REVIEW UPDATED LEGAL POLICIES AND ACT ON LOCAL POLICIES

Mr. Meurer noted that the LEGAL policies were changed and can be found online. The LOCAL policies proposed to be changed are:

BBH(LOCAL): BOARD MEMBERS – CONVENTIONS, CONFERENCES, AND WORKSHOPS

BFA(LOCAL): CHIEF EXECUTIVE OFFICER – QUALIFICATIONS AND DUTIES

CDC(LOCAL): ACCOUNTING - AUDITS

CDDA(LOCAL): PAYROLL PROCEDURES – SALARY DEDUCTIONS

CIB(LOCAL): EQUIPMENT AND SUPPLIES MANAGEMENT – DISPOSAL OF PROPERTY

DGC(LOCAL): EMPLOYEE RIGHTS AND PRIVILEGES – ACADEMIC FREEDOM AND RESPONSIBILITIES

DIAB(LOCAL): FREEDOM FROM DISCRIMINATION, HARASSMENT, AND RETALIATION – OTHER PROTECTED CHARACTERISTICS

EA(LOCAL): ACADEMIC YEAR AND CALENDAR

ECC(LOCAL): INSTRUCTIONAL ARRANGEMENTS – COURSE LOAD AND SCHEDULES

EGB(LOCAL): ACADEMIC ACHIEVEMENT – CLASS RANK AND HONORS

FFDB(LOCAL): FREEDOM FROM DISCRIMINATION, HARASSMENT, AND RETALIATION – OTHER PROTECTED CHARACTERISTICS

FK(LOCAL): STUDENT ACTIVITIES

Ms. Mares moved to approve TASB Update 34. Ms. De La Peña seconded the motion; motion carried.

DISCUSSION ON TASB RECOMMENDATION REGARDING TENURE – DR.

DAVID ARREAZOLA

A. TO ALLOW TENURED EMPLOYEES TO RETAIN TENURE STATUS

B. TO ALLOW TENURE-TRACK EMPLOYEES TO CONTINUE THE TENURE PROCESS

C. TO ALLOW ADMINISTRATION TO OFFER TENURE-TRACK POSITIONS AS NEEDED

Ms. Mares reported that the Program/Policy Committee met to review the recommendations regarding tenure and moved to approve Items A, B, and C as presented. Dr. Carranza seconded the motion; motion carried.

Judge Martinez read a letter from Mr. Chad Wesen, Political-Economic Officer from the U.S. Consulate General Nuevo Laredo, addressed to Dr. Ricardo Solis thanking him, Dr. Rodney Rodriguez, Ms. Maricela Morales, Ms. Fabiola

Rodriguez, Mr. Sal Sciaraffa, Mr. Obed Guerrero, Ms. Sandy Lugo, and Mr. Ricardo Iniguez for supporting their training for Mexican law students and Mexican legal practitioners.

NEXT MEETING DATES:

Thursday, August 16, 2018 – 1st Public Hearing

Tuesday, August 21, 2018 – 2nd Public Hearing

Monday, August 27, 2018, 5:30 p.m. – Building Committee Meeting *(if needed)*

Monday, August 27, 2018, 12:00 p.m. – Program/Policy Committee Meeting *(if needed)*

Tuesday, August 28, 2018, 12:00 p.m. – Finance & Audit Committee Meeting *(if needed)*

Tuesday, August 28, 2018 – Regular Board of Trustees Meeting

Dr. Ricardo Solis announced that Dr. Belle Wheelan, President of Southern Association of Colleges and Schools Commission on Colleges, contacted the College requesting to visit with the Board on best practices and Board governance. The tentative dates of the visit are September 17, 18, or 19. The date will be sent to the Board once Dr. Wheelan confirms.

ADJOURNMENT

At 7:40 p.m., Mr. Tijerina moved to adjourn the meeting. Ms. Leven-Ramos seconded the motion; motion carried.