



**LAREDO COMMUNITY COLLEGE DISTRICT**

Laredo, Texas

The regular meeting of the Laredo Community College Board of Trustees convened on Thursday, February 22, 2018, beginning at 6:17 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 *(arrived at 6:19 p.m.)*  
Henry S. Carranza, Ph.D.  
Rene De La Viña  
Gilberto Martinez Jr., Ed.D.  
Michelle De La Peña *(arrived during executive session)*  
Jackie Leven-Ramos  
Tita C. Vela  
Cin Bickel, Ex-officio

MEMBERS ABSENT

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OTHERS

Ricardo J. Solis  
Rusty Meurer, College Attorney  
Pola Kuri  
Joya Vidaurri  
Vincent R. Solis  
David Gonzalez  
Fred Solis  
Nora R. Garza  
Cesar E. Vela Jr.  
Robert Moore  
Veronica Cardenas  
Luciano Ramon

**CALL TO ORDER**

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

**APPROVAL OF MINUTES  
FOR REGULAR BOARD OF  
TRUSTEES MEETING OF  
JANUARY 30, 2018**

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

**PUBLIC TESTIMONY**

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

“The young lady will be allowed three minutes to address the Board. The Board President may extend the 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. 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, to 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.”

Dr. Hillary Gleason thanked Dr. Ricardo Solis, President, for nominating her for the Zaffirini Teachers’ College Student Loan Debt Grant for Outstanding Teachers, Carlos Zaffirini for giving the award, and the Board members who attended the ceremony.

**RECOGNITIONS,  
COMMUNICATIONS, AND  
INTRODUCTIONS**

Dr. Ricardo Solis introduced the following new employees: Hortencia Madrigal, Radiology Technology Instructor; Rebeka Herrera, Assistant Director of Digital Enrollment & Student Success; Obed E. Pena, Graphic Web & Social Media Specialist; and Daniel Yarritu, Financial Aid Assistant Director.

Dr. Nora R. Garza, Vice President for Resource Development, announced that she has been selected to receive the Alfredo G. de los Santos, Jr. Distinguished Leadership in Higher Education Award presented by the American Association of Hispanics in Higher Education.

**FACULTY SENATE REPORT**

Dr. Cin Bickel, Faculty Senate President, reported on: 1) open forum with the president is still being planned, 2) Ad Hoc Committee is grateful that the Board approved the increase in the SHE's pay rate, 3) faculty representatives attending budget committee meetings, 4) Dual Enrollment Committee, and 5) Agenda Item 21 – *Faculty Ranks and Titles*.

**ASSOCIATED STUDENT ORGANIZATION REPORT**

Ms. Pola Kuri, Associated Student Organization President, reported on: 1) Fun Fest, 2) ASO trip to the warehouse, and 3) initiatives to modernize LCC.

**CLASSIFIED STAFF ORGANIZATION REPORT**

Ms. Joya Vidaurri, Classified Staff Organization President, reported on CSO meeting and sub-committees of the organization. The next CSO meeting is scheduled for March 8<sup>th</sup>.

Dr. Martinez moved to remove Agenda Item 12 – *Approval of the Purchase of Electronic Signage for the Ft. McIntosh and South Campuses as Part of the Donation Agreement Approved Last Month by the Laredo Community College Board of Trustees* – from the Consent Agenda and bring it for discussion. Ms. Mares seconded the motion; motion carried.

**CONSENT AGENDA  
APPROVAL OF  
INFORMATION  
TECHNOLOGY SUPPORT  
AND MAINTENANCE  
FEES AS APPROVED BY  
THE FY 2018 BUDGET –  
MR. LUCIANO RAMON**

Mr. De La Viña moved to approve the items under Consent Agenda. Ms. Vela seconded the motion; motion carried unanimously.

**RATIFICATION OF  
PURCHASE OF INTERNET  
SERVICE AND ETHERNET  
PRIVATE LINE (EPL)  
INTERSTATE  
CONNECTIVITY FROM  
TIME WARNER  
CABLE/SPECTRUM  
BUSINESS – MR. LUCIANO  
RAMON**

**APPROVAL OF  
PURCHASE OF  
NETWORK FIREWALLS  
AND ANCILLARY  
EQUIPMENT AS  
APPROVED BY THE FY  
2018 BUDGET – MR.  
LUCIANO RAMON**

Ms. Leven-Ramos moved to bring up Agenda Item 22 – *College Summer Academy for High School Students*. Mr. Tijerina seconded the motion; motion carried.

**DISCUSSION AND POSSIBLE  
ACTION  
COLLEGE SUMMER  
ACADEMY FOR HIGH  
SCHOOL STUDENTS – DR.  
VINCENT R. SOLIS**

Dr. Vincent R. Solis, Senior Vice President of Academic and Student Affairs, introduced Mr. David Gonzalez, UISD Associate Superintendent Curriculum & Instruction, Ms. Dolores Barrera, and Mr. Mario Rosales. Dr. Solis asked that the Board approve the development of a College Summer Academy for high school students as presented. Dr. Solis and Mr. Gonzalez answered questions from the Board. Mr. Gonzalez noted that this item will be taken to

their Board next month. Mr. De La Viña moved to approve. Ms. Leven-Ramos seconded the motion; motion carried unanimously.

**FACULTY RANKS AND TITLES – DR. VINCENT R. SOLIS**

Judge Martinez asked that Agenda Item 21 – *Faculty Ranks and Titles* – be delayed until the next Board meeting. Mr. Tijerina so moved. Ms. Leven-Ramos seconded the motion; motion carried.

**APPROVAL OF THE PURCHASE OF ELECTRONIC SIGNAGE FOR THE FT. MCINTOSH AND SOUTH CAMPUSES AS PART OF THE DONATION AGREEMENT APPROVED LAST MONTH BY THE LAREDO COMMUNITY COLLEGE BOARD OF TRUSTEES – DR. FRED SOLIS**

Dr. Martinez asked if the placement of LCC’s name on the sign was addressed and if a proposed name change is approved, how would that affect the signs. Dr. Fred Solis, Vice President for Institutional Operations, indicated that the intention of the marquee donated by Uni-Trade “the logos would be swapped as indicated within reason. It would depend on the exact design once it is chosen”. Dr. Ricardo Solis indicated discussions are taking place on the development of the artwork with Uni-Trade personnel and will come to a compromise. He also indicated a survey is being developed for the name change and there would be time if there is a name change. Mr. Tijerina thanked Uni-Trade for the donation of the signs and recognized Mr. David Garza of Uni-Trade. Dr. Ricardo Solis thanked Mr. Troy Van Brunt for his help in bringing this for LCC. Dr. Carranza moved to approve. Mr. Tijerina seconded the motion; motion carried unanimously.

**BOARD APPROVAL TO SERVE LIQUOR AT THE LAMAR BRUNI VERGARA ENVIRONMENTAL SCIENCE CENTER (FT. MCINTOSH CAMPUS) FOR THE NATIONAL SCIENCE FOUNDATION “PROVIDING RESOURCES AND OPPORTUNITIES FOR MINORITIES IN STEM EDUCATION (PROMISE) CONFERENCE MEET AND GREET ON WEDNESDAY, MARCH 21, 2018 – DR. NORA R. GARZA**

Dr. Garza asked that the Board approve the serving of liquor on the Ft. McIntosh campus for the National Science Foundation (NSF) “Providing Resources and Opportunities for Minorities in STEM Education” (PROMISE) Conference meet and greet event on Wednesday, March 21, 2018. Alcohol will be sponsored by either the Convention & Visitors Bureau or the Texas Hispanic Serving Institutions Consortium. Ms. Leven-Ramos so moved. Mr. Tijerina seconded the motion; motion carried unanimously.

**DECEMBER 2017 FINANCIAL REPORT – MR. CESAR E. VELA**

Mr. Cesar E. Vela, Comptroller, reviewed the following financial information for the report as of December 31, 2017: revenues were \$41,607,998; expenditures were \$17,439,906 with no major variances; restricted funds revenues were \$42.5 million; and taxes collected were \$20.1 million.

**APPROVAL OF NOVEMBER 2017 QUARTERLY INVESTMENT REPORT – MR. CESAR E. VELA**

Mr. Vela reported that investments as of November 30, 2017 were \$138,038,500. He reviewed the deposits. Judge Martinez asked for a motion to approve the report. Ms. Mares so moved. Mr. Tijerina seconded the motion; motion carried.

**FY 2017 LETTER TO MANAGEMENT RESPONSES – MR. CESAR E. VELA**

Mr. Vela reviewed the letter to management responses, which included five items. Ms. Mares moved to approve the responses to letter to management. The motion was seconded by Mr. Tijerina; motion carried unanimously.

**ADOPT RESOLUTION TO JOIN THE LONE STAR INVESTMENT POOL AND NAME INVESTMENT OFFICERS – MR. CESAR E. VELA**

Mr. Vela asked the Board to adopt the resolution to join the Lone Star Investment Pool and further approve Dr. Nora Stewart, Chief Financial Officer, and Cesar Vela, Comptroller, as authorized representatives to conduct business on behalf of the district with the Lone Star Investment Pool. Ms. Mares so moved. Dr. Martinez seconded the motion; motion carried.

**APPROVAL OF GOODBUY PURCHASING COOPERATIVE INTERLOCAL MEMBERSHIP AGREEMENT – MR. CESAR E. VELA**

Mr. Vela asked that the Board approve a general one-year interlocal membership agreement between Laredo Community College and Goodbuy Purchasing Cooperative. Ms. Leven-Ramos asked if LCC participates in such programs. Mr. Vela indicated that LCC does participate in co-ops but not this one. Ms. Leven-Ramos moved to approve. Ms. Mares seconded the motion; motion carried.

**APPROVAL OF REGION ONE  
EDUCATION SERVICE  
CENTER PURCHASING  
COOPERATIVE INTERLOCAL  
MEMBERSHIP AGREEMENT  
– MR. CESAR E. VELA**

Mr. Vela asked that the Board approve a general one-year interlocal membership agreement between Laredo Community College and Region One Education Service Center. Ms. Mares so moved. Mr. Tijerina seconded the motion; motion carried.

**APPROVAL OF CHANGE  
ORDER TO THE FACILITIES  
MASTER PLAN PHASE III  
HEALTH SCIENCES  
BUILDING CONSTRUCTION  
PROJECT – DR. FRED SOLIS**

Dr. Fred Solis asked that the Board approve the Heating and Air Conditioning upgrade for the Health Sciences Building. This will include adding a new chiller to the existing plant, a new cooling tower to the existing plant, and installing an underground chill water line from the current facilities to the new Health Science building. Ms. Mares moved to approve. Mr. De La Viña seconded the motion; motion carried.

**APPROVAL OF NEW TENURE  
TRACK FACULTY  
POSITIONS – DR. VINCENT R.  
SOLIS**

Dr. Vincent R. Solis asked that the Board approve the addition of five new tenure track faculty positions and one new staff member as presented. Dr. V. Solis answered questions from the Board. Ms. Mares moved to approve. Mr. De La Viña seconded the motion; motion carried unanimously.

**APPROVAL OF THE BOARD  
SELF-EVALUATION  
INSTRUMENT AS REQUIRED  
BY BOARD POLICY  
BCG(LLOCAL): BOARD  
INTERNAL ORGANIZATION  
BOARD EVALUATION AND  
BY SOUTHERN  
ASSOCIATION OF  
COLLEGES AND SCHOOLS  
COMMISSION ON COLLEGES  
(SACSCOC) PRINCIPLES OF  
ACCREDITATION – DR.  
RICARDO J. SOLIS/DR. DAVID  
ARREAZOLA**

Dr. Fred Solis asked that the Board approve the Board Self-Evaluation Instrument as presented. Ms. Mares asked if there was a timeframe. Dr. F. Solis recommended that at least two evaluations be done before the SACS advanced visit. Ms. Vela asked if the evaluation would be done at a Board retreat. Discussion followed. Dr. Ricardo Solis recommended that if a date cannot be selected for a Board retreat, that the Board consider the instrument being presented. Ms. Mares moved to “approve the instrument as required by Board Policy BCG and we look it over and review it and contingent on a future retreat be scheduled as soon as possible”. Mr. Tijerina seconded the motion; motion carried unanimously.

**TASB POLICY UPDATE 33:  
REVIEW UPDATED LEGAL  
POLICIES AND ACT ON  
LOCAL POLICIES**

Ms. Mares noted that the Program/Policy Committee met to review the policies presented:

CAK (LOCAL): APPROPRIATIONS AND REVENUE SOURCES INVESTMENTS  
CGE (LOCAL): SAFETY PROGRAM MEDICAL TREATMENT  
CHF (LOCAL): SITE MANAGEMENT - WEAPONS  
CR (LOCAL): TECHNOLOGY RESOURCES  
CS (LOCAL): INFORMATION SECURITY  
DIAA (LOCAL): FREEDOM FROM DISCRIMINATION, HARASSMENT, AND RETALIATION - SEX AND SEXUAL VIOLENCE  
EPCD (LOCAL): SPECIAL PROGRAMS - HIGH SCHOOL EQUIVALENCY TESTING CENTERS  
FFDA (LOCAL): FREEDOM FROM DISCRIMINATION, HARASSMENT, AND RETALIATION - SEX AND SEXUAL VIOLENCE  
FLB (LOCAL): STUDENT RIGHTS AND RESPONSIBILITIES - STUDENT CONDUCT  
GCB (LOCAL): PUBLIC INFORMATION PROGRAM - REQUESTS FOR INFORMATION

Mr. De La Viña asked why LCC would want to replace policies. Mr. Rusty Meurer, college attorney, noted that TASB has suggested changes that primarily deal with recent developments. Ms. Mares moved to approve. Mr. De La Viña seconded the motion; motion carried unanimously.

Mr. Meurer noted that there a number of LEGAL policies for information that TASB updated, which are in the Board packet and which do not require Board approval.

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

Dr. Solis reported on the Women’s Leadership Summit scheduled for next weekend.

Mr. Robert Moore, Computer Technology Department Chair, thanked the Board for approving instructors for the department, reported on the Network & Cyber Security Program, creation of new cyber security institute, and cyber security conference scheduled for April 20<sup>th</sup> & 21<sup>st</sup>. Ms. Leven-Ramos and Ms. Vela thanked Mr. Moore for going to the schools to talk about his department’s programs.

Ms. Veronica Cardenas, Director of Human Resources, reported on a Mental Health and First Aid Training that took place on February 5<sup>th</sup> & 6<sup>th</sup>. Discussion followed on mental health training. Judge Martinez asked for a formal acknowledgement by way of a motion. Mr. Tijerina so moved. Ms. Vela seconded; motion carried unanimously.

Judge Martinez spoke about preparing students for careers in transportation, logistics, the cross border trade industry, initiating partnerships with educational institutions in Mexico to develop Cybersecurity and Drone Certificate Programs, training energy organizations from Mexico in the oil and gas industry in shale and fracking principles, initiating new programs in water management technology for the Texas-Mexico border, and partnering with the medical educational institutions in Mexico to provide trainings in critical health programs through the use of state of the art technological anatomy softwares and applications.

Mr. Luciano Ramon, Information Technology & Safety Officer, reported on a Business Continuity Plan workshop that took place on March 8<sup>th</sup>.

**EXECUTIVE SESSION**

At 7:40 p.m., Judge Martinez announced that the Board would go into executive session for the following item:

- Consultation with Laredo Community College Attorney Pursuant to Texas Government Code Sections 551.071 and 551.074 Regarding Postponing Decision on Whether to Recommend Tenure for Certain Laredo Community College Employees

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

The Board reconvened to open session at 8:15 p.m. Judge Martinez noted that no action was taken in executive session.

**DISCUSSION AND POSSIBLE ACTION  
POSTPONING DECISION ON WHETHER TO RECOMMEND TENURE FOR CERTAIN LAREDO COMMUNITY COLLEGE EMPLOYEES**

Judge Martinez asked “what are the wishes of the Board?” After no reply, Judge Martinez indicated, “no action then at this time.”

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

Dr. Ricardo Solis provided the reports for information purposes. He did note that “according to DEA(LOCAL), it reflects adjustments for non-contract employees that have been granted due to changes in the job assignments and additional duties”.

**NEXT MEETING DATE:**

Judge Martinez noted that the next meeting date will be Thursday, March 29, 2018 – Regular Board of Trustees Meeting.

**ADJOURNMENT**

At 8:17 p.m., Mr. De La Viña moved to adjourn the meeting. Mr. Tijerina seconded the motion. Judge Martinez asked that the record reflect that Ms. De La Peña is present. Ms. Vela asked to add an agenda item for the next meeting regarding active shooter training/plan. Judge Martinez stated that the Board cannot discuss this item as it is not on the agenda but will address. Judge Martinez asked for a vote to adjourn. Motion carried.