



**LAREDO COMMUNITY COLLEGE DISTRICT**

Laredo, Texas

The regular meeting of the Laredo Community College Board of Trustees convened on Thursday, March 29, 2018, beginning at 6:07 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.  
Rene De La Viña  
Gilberto Martinez Jr., Ed.D.  
Michelle De La Peña  
Jackie Leven-Ramos (arrived at 6:13 p.m.)  
Tita C. Vela  
Cin Bickel, Ex-officio

MEMBERS ABSENT

–

OTHERS

Ricardo J. Solis  
Rusty Meurer, College Attorney  
Rogelio Trevino  
Laura Ramirez-Cruz  
Linda Ramirez  
Maggie Martinez  
Jennifer Villanueva  
Joya Vidaurri  
Dolores Barrera  
Mario Rosales  
Vincent Solis  
Cesar E. Vela Jr.  
Fred Solis  
Marisela Rodriguez  
Veronica Cardenas  
Maria Luisa Ramirez

**CALL TO ORDER**

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

**APPROVAL OF MINUTES  
FOR REGULAR BOARD OF  
TRUSTEES MEETING OF  
FEBRUARY 22, 2018**

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

**PUBLIC TESTIMONY**

Judge Martinez provided information from the Board Policy BDB(LOCAL) 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 that are 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. Speaker may not speak on any or 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. Such response or action may include the following: referring the matter to the College President for action or for further recommendations, referring the matter to a later meeting or to a Board committee for further discussion or study, or 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.”

The following persons addressed the Board to express their views regarding Item 14 - *Approval for Relocating the Cosmetology Program and Associated Renovations from the P-24/P-25 Complex to the Visual and Performing Arts Building*: Ms. Molly Higgins Santos and Dr. Matthew Bishop.

Judge Martinez asked that the record reflect that Ms. Leven-Ramos had joined the meeting.

**RECOGNITIONS,  
COMMUNICATIONS, AND  
INTRODUCTIONS**

Dr. Ricardo J. Solis, President, recognized the Nursing Program, which is rated #1 amongst community colleges in Texas and #7 amongst all universities in Texas. He recognized the nursing instructors and director in the audience.

Dr. Ricardo J. Solis introduced Mr. Rogelio Trevino who provided an overview of last week's LCC Strategic Planning Workshop.

Dr. Laura Ramirez-Cruz, American History Instructor/Honors Program Director/Phi Theta Kappa Advisor, Ms. Linda Ramirez, Business Instructor, and Ms. Maggie Martinez, LISD Assistant Superintendent for Student Services, provided a summary of the LCC Young Women's Leadership Summit.

Dr. Ricardo Solis introduced the following new employees: Raquel Ramirez Ruiz, Programmer/Analyst; Oscar E. Guerra, Programmer/Analyst; and Araceli E. Lozano, Human Resources Compliance Coordinator.

**FACULTY SENATE REPORT**

Dr. Cin Bickel, Faculty Senate President, reported on: 1) the results of the Faculty Senate Election – the new members are Prakash K. Mansinghani, Vice-President; Mary Sue Galindo, Senator at Large; Dr. Tayo Penosen, Senator at Large; and Chris Turner, Senator at Large, and 2) congratulated tenure candidates being recommended in Item 11 – *Tenure Recommendations for Consideration and Approval by Laredo Community College Board of Trustees*.

**ASSOCIATED STUDENT  
ORGANIZATION REPORT**

Ms. Jennifer Villanueva, Associated Student Organization Vice President, reported on: 1) new food vendors, 2) new colors for graduation cap and gown, and 3) support new campus signage.

**CLASSIFIED STAFF  
COUNCIL REPORT**

Ms. Joya Vidaurri, Classified Staff Council President, reported on: 1) new food vendors and 2) next Classified Staff Meeting on April 5, 2018.

**CONSENT AGENDA**

**APPROVAL OF ELLUCIAN  
INTELLIGENT LEARNING  
PLATFORM AGREEMENT –  
MR. CESAR E. VELA**

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

**APPROVAL FOR PURCHASE  
OF TWO (2) GE VOLUSON S8  
ULTRASOUND MACHINES  
FROM GE HEALTHCARE –  
MR. CESAR E. VELA**

**DISCUSSION AND POSSIBLE  
ACTION**

Ms. Vela moved to bring up Item 31 - *Extension of College President Employment Contract*, Mr. De La Viña moved to bring up Item 18 - *Extension of Contract for Legal and Tax Collection Services with Kazen, Meurer & Perez, LLP*, and Mr. Tijerina moved to bring up Item 19 - *Discussion on Researching Possibilities to Provide a Numerical Grade for All Dual Credit Courses for Accurate GPA High School Calculations and Class Ranking*. Ms. De La Peña seconded the motions; motions carried.

**EXTENSION OF COLLEGE  
PRESIDENT EMPLOYMENT  
CONTRACT**

Ms. Vela moved "that the College President employment contract be amended to add two years to the employment term. The current term of employment ends on July 31, 2020. With this two year extension, the term of employment will end July 31, 2022. The Board President is authorized to execute this contract extension document on behalf of the Board". Mr. De La Viña seconded the motion. Ms. Mares asked if the Board can go into executive session for discussion. Judge Martinez acknowledged that there is a motion and a second and called for the vote. Motion passed; Ms. Mares voted against.

Judge Martinez noted that executive session is null and void since the Board already voted.

**EXTENSION OF CONTRACT FOR LEGAL AND TAX COLLECTION SERVICES WITH KAZEN, MEURER & PEREZ, LLP – DR. RICARDO J. SOLIS**

Mr. De La Viña moved to extend the contract for legal and tax collection services with Kazen, Meurer & Perez, LLP. Ms. De La Peña seconded the motion. Dr. Martinez added to the motion that the contract be extended for five years, increase the hourly rate to \$225, and include a provision that termination can only be for good cause. Judge Martinez reiterated the motion on the table, “extending the contract for cause for five years at a rate of \$225 an hour”. Mr. De La Viña so moved. Mr. Tijerina seconded the motion; motion carried.

**DISCUSSION ON RESEARCHING POSSIBILITIES TO PROVIDE A NUMERICAL GRADE FOR ALL DUAL CREDIT COURSES FOR ACCURATE GPA HIGH SCHOOL CALCULATIONS AND CLASS RANKING – MR. ALLEN TIJERINA**

Mr. Tijerina asked that the UISD and LISD officials present explain the item. Ms. Dolores Barrera, UISD Executive Director for High School, Ms. Maggie Martinez, LISD Assistant Superintendent for Student Services, and Mr. Mario Rosales, UISD Advanced Academics Director, expressed concern for their students not receiving numerical grades for AP and dual credit courses, which is used for high school GPA calculations and class ranking. Dr. Vincent Solis, Senior Vice President of Academic and Student Affairs, noted that this item is being looked into and found a solution and will bring before the Board a policy proposal for the next Board meeting. Mr. Tijerina moved to “research possibilities to provide a numerical grade for all dual credit courses for accurate GPA high school calculations and class ranking”. Ms. Mares seconded the motion. Dr. Martinez asked that faculty be given the time to calculate numerical grades. Discussion followed. Motion carried.

**TENURE RECOMMENDATIONS FOR CONSIDERATION AND APPROVAL BY LAREDO COMMUNITY COLLEGE BOARD OF TRUSTEES – DR. VINCENT R. SOLIS**

Dr. Vincent Solis presented the item details and introduced the tenure candidates listed below:

1. Mr. Jesus Contreras, Heating, Air Conditions, and Refrigeration Instructor
2. Mr. Jose I Gamez, Diesel Engine Mechanics Instructor
3. Mr. Heriberto Hernandez, Instructor/Department Chair
4. Dr. Laura Lopez, Social & Behavioral Sciences Instructor
5. Mr. Armando Moreno, Diesel Engine Mechanics Instructor
6. Dr. Orlando Patricio, Physics Instructor
7. Mr. Cesar Santos, Mathematics Instructor
8. Ms. Briana Underbakke, Criminal Justice Instructor
9. Mr. Carlos Vela, Automotive Technology Instructor
10. Mr. Donald Hale, Director of Protective Services & LCC Regional Law Enforcement Academy

Ms. Mares so moved to approve the tenure recommendations being presented. Mr. Tijerina seconded the motion; motion carried.

**JANUARY 2018 FINANCIAL REPORT – MR. CESAR E. VELA**

Mr. Cesar E. Vela, Comptroller, reviewed the following financial information for the report as of January 31, 2017: revenues were \$49.5 million; taxes collected were \$27.5 million; expenditures were \$21.4 million with no major fluctuations; and investments were \$138,287,134. Dr. Martinez so moved to acknowledge the report as presented. Mr. Tijerina seconded the motion; motion carried.

**APPROVAL FOR THE PURCHASE OF DIRECTIONAL SIGNS FROM NATIONAL SIGNS AS PART OF THE CAMPUS SIGNAGE PROJECT – DR. FRED SOLIS**

Dr. Fred Solis, Vice President for Institutional Operations, asked that the Board of Trustees approve the purchase of directional signage for walking and driving. Ms. Mares so moved. Dr. Carranza seconded the motion. Ms. Leven-Ramos asked about the cost to replace in the possibility of a college name change. Dr. Fred Solis indicated that there would be a cost for only those signs that will have the college seal. Ms. Mares called for the question; motion carried.

**APPROVAL FOR RELOCATING THE**

Dr. Fred Solis asked that the Board of Trustees approve relocating the Cosmetology program and associated renovations from the P-24/P-25

**COSMETOLOGY PROGRAM AND ASSOCIATED RENOVATIONS FROM THE P-24/P-25 COMPLEX TO THE VISUAL AND PERFORMING ARTS BUILDING – DR. FRED SOLIS**

complex to the Visual and Performing Arts Building due to overwhelming response from the community. Dr. Marisela Rodriguez, Dean of Arts & Sciences, and Dr. Vincent Solis answered questions from the Board. Dr. Rodriguez distributed room utilization reports of the Martinez Fine Arts and Visual and Performing Arts Center for Spring 2018. Discussion followed. Mr. Rusty Meurer, Attorney, noted that a comment was made during public testimony that raised a legal issue regarding this item and requested to give the Board legal advice in executive session under Texas Government Code 551.071. Mr. Tijerina so moved. Ms. Leven-Ramos seconded the motion; motion carried. At 7:45 p.m., Judge Martinez requested to go into executive session on the following items:

- Item 14 - *Approval for Relocating the Cosmetology Program and Associated Renovations from the P-24/P-25 Complex to the Visual and Performing Arts Building*
- Item 26 - *Discuss Laredo Community College’s Response and Tactics in Emergency Active Shooter Situation(s). Closed Session Pursuant to Texas Government Code Sections 551.071 and 551.076*
- Item 27 - *Discussion Pursuant to Texas Government Code Sections 551.071 and 551.074 relating to the Reassignment of Job Duties and Responsibilities Due to the Retirement of the Dean of Workforce Education and the Vacancy of the Community Outreach Coordinator*

Ms. Mares so moved. Mr. Tijerina seconded the motion; motion carried.

The Board reconvened to open session at 9:00 p.m. Judge Martinez noted that no action was taken in executive session.

Judge Martinez called on legal counsel for proper wording on Item 14 - *Approval for Relocating the Cosmetology Program and Associated Renovations from the P-24/P-25 Complex to the Visual and Performing Arts Building*. Mr. Meurer recommended “that the wording of the motion state the Visual and Performing Arts Building rooms that were identified by Administration would be added to the Facilities Master Plan Phase Three construction projects and renovated as discussed and that it is the best interests of the College District at this time and that the cosmetology program would be housed in this particular building”. Ms. Mares so moved. Ms. Leven-Ramos seconded the motion; motion carried. Judge Martinez asked that the record reflect that there is a majority vote.

**LAREDO COMMUNITY COLLEGE’S RESPONSE AND TACTICS IN EMERGENCY ACTIVE SHOOTER SITUATION(S) – MR. LUCIANO RAMON**

Judge Martinez acknowledged “the manner in which it was presented and no action is being taken at the present time”.

**APPROVAL OF ADDITIONAL COMPENSATION TO EMPLOYEES ASSIGNED NEW JOB DUTIES AND RESPONSIBILITIES AND APPROVAL OF RECLASSIFICATION OF EMPLOYEES TO POSITIONS RANKED AT THE DEAN LEVEL**

Ms. Mares moved to “approve the recommendations that were presented to us in executive session with the additional compensation as identified in executive session”. Mr. Tijerina seconded the motion; motion carried.

**APPROVAL OF BUILDING PLAQUE FOR HAROLD R. YEARY LIBRARY AND EXECUTIVE CONFERENCE CENTER – DR. FRED SOLIS**

Dr. Fred Solis presented two options for the Harold R. Yeary Library and Executive Conference Center building plaque. Ms. Leven-Ramos made a motion to adopt Option 2. Mr. Tijerina seconded the motion; motion carried.

**APPROVAL OF MODIFICATION TO POLICY DEB(LOCAL): COMPENSATION AND BENEFITS FRINGE**

Ms. Veronica Cardenas, Human Resources Director, proposed to add language to the policy to waive tuition & fees during the enrollment term in which either the employee or dependent who are participating in the tuition

**BENEFITS** – MS. VERONICA  
CARDENAS

and fee waiver program become deceased. Ms. Mares so moved. Ms. Leven-Ramos seconded the motion; motion carried.

**APPROVAL OF  
MODIFICATION TO POLICY  
DEC(LLOCAL):  
COMPENSATION AND  
BENEFITS LEAVES AND  
ABSENCES** – MS. VERONICA  
CARDENAS

Ms. Cardenas asked the Board to approve the proposed policy change which seeks to clarify language regarding the accruals and usage limits on sick leave, personal leave, and vacation hours. Ms. Mares asked why the college cannot establish personal leave days which does not come from sick leave. Ms. Leven-Ramos noted that she asked Dr. Fred Solis and Ms. Cardenas to review the policy because it is confusing because of the different employee classifications; therefore, she recommends that the policy be brought to the Program/Policy Committee for review. Ms. Leven-Ramos so moved to approve the changes as presented but that the Program/Policy Committee review the policy. Mr. Tijerina seconded the motion; motion carried unanimously. Judge Martinez noted that there were five members of the Board present.

**INFORMATION ITEMS**

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

Dr. Ricardo J. Solis reported on the Cybersecurity Press Conference which announced the Cybersecurity Summit on April 20<sup>th</sup> & 21<sup>st</sup>.

**UPDATE ON BOARD SELF-  
EVALUATION** – DR. RICARDO  
J. SOLIS

Dr. Ricardo J. Solis noted that there are 4-5 self-evaluations pending. Judge Martinez noted that each member of the Board needed to submit an evaluation. Mr. Tijerina asked about a retreat to conduct the evaluations. Dr. Ricardo J. Solis noted that a retreat date has not been set but because of time, it was previously agreed to complete the form.

**UPDATE ON LAREDO  
COMMUNITY NAME CHANGE**  
– DR. RICARDO J. SOLIS

Ms. Maria Luisa Ramirez, Institutional Research & Planning Director, presented the results of the name change results; sixty percent of responses supported the initiative to change the college name. Mr. Meurer noted that there are sections of the Texas Higher Education Code – Sections 130.082 (c) and 130.005 (b) – that provide information for name changes.

**INFORMATION  
TECHNOLOGY UPDATE** –  
MR. LUCIANO RAMON

Tabled.

**PIERPONT MEDIA CRISIS  
TRAINING** – MR. RODNEY  
RODRIGUEZ

Tabled.

**NATIONAL COUNCIL FOR  
MARKETING AND PUBLIC  
RELATIONS CONFERENCE-  
LCC FEATURED DONOR  
RELATIONS GUIDE** – MR.  
RODNEY RODRIGUEZ

Tabled.

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

The reports were provided for information purposes.

**NEXT MEETING DATE:**

Judge Martinez noted that the next meeting date will be on Thursday, April 26, 2018 – Regular Board of Trustees Meeting and a Special Board meeting on April 5, 2018.

**ADJOURNMENT**

At 9:30 p.m., Ms. Mares moved to adjourn the meeting. Mr. Tijerina seconded the motion; motion carried.