



**LAREDO COMMUNITY COLLEGE DISTRICT**  
Laredo, Texas

The Budget Workshop of the Laredo Community College Board of Trustees convened on Saturday, May 26, 2018, beginning at 10:05 a.m. in the Elpha Lee West Building Room 133 at the Fort McIntosh Campus.

**ROLL CALL**

MEMBERS PRESENT

Mercurio Martinez Jr, President  
Allen Tijerina, Vice President *(arrived at 10:19 a.m.)*  
Cynthia Mares, Secretary  
Henry S. Carranza, Ph.D.  
Gilberto Martinez Jr., Ed.D. *(arrived at 11:07 a.m.)*  
Michelle De La Peña *(arrived at 11:04 a.m.)*  
Jackie Leven-Ramos  
Tita C. Vela

OTHERS

Ricardo J. Solis  
Rusty Meurer, College Attorney  
Cesar E. Vela Jr.  
Vincent Solis  
Fred Solis  
Marisela Rodriguez  
David Arreazola

MEMBERS ABSENT

Rene De La Viña  
Cin Bickel, Ex-officio

**CALL TO ORDER**

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

**PRESENTATION OF  
PRELIMINARY DRAFT OF  
THE FY2019 BUDGET - MR.  
CESAR VELA**

Mr. Cesar Vela, Chief Financial Officer, presented a preliminary draft of the FY2019 Budget. He presented the process, options discussed at the Budget Committee to balance the budget, Budget Committee recommendations, the budget as of today, and the next steps in the process. Discussion took place on state funding, salaries, tax base, enrollment, benefits, and M&O rate.

**ADJOURNMENT**

At 11:50 a.m., Ms. Leven-Ramos moved to adjourn the meeting. Ms. Mares seconded the motion; motion carried.

The Board Retreat of the Laredo Community College Board of Trustees convened on Saturday, May 26, 2018, beginning at 12:05 p.m. in the Elpha Lee West Building Room 133 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. *(left at 2:14 p.m.)*  
Gilberto Martinez Jr., Ed.D.  
Michelle De La Peña  
Jackie Leven-Ramos  
Tita C. Vela

OTHERS

Ricardo J. Solis  
Rusty Meurer, College Attorney  
Cesar E. Vela Jr.  
Fred Solis  
David Arreazola  
Marisela Rodriguez  
Andrea Castaneda, Laredo  
Morning Times

MEMBERS ABSENT

Rene De La Viña  
Cin Bickel, Ex-officio

**CALL TO ORDER**

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

**TEXAS OPEN MEETINGS  
ACT: SELECTED LEGAL  
ISSUES – MR. GEORGE R.  
MEURER**

Mr. Rusty Meurer, College Attorney, discussed the Texas Open Meetings Act – meeting notice, quorum, and discussions between Board members.

**TEXAS OPEN MEETINGS  
ACT: WALKING QUORUM  
AND RELATED ISSUES – MR.  
GEORGE R. MEURER**

Mr. Meurer discussed several cases of walking quorums. Discussion took place on text messages, phone calls, emails, and meetings of less than a quorum. Mr. Meurer distributed an Attorney General of Texas opinion on the Open Meetings Act and walking quorum.

Ms. Mares moved to bring up Item VIII – *The Role of Trustees in the Accreditation Process*, Item IX – *LCC’s Strategic Plan*, and Item X – *Board’s Goals and Objectives*. Ms. Leven-Ramos seconded the motion; motion carried

**THE ROLE OF TRUSTEES IN  
THE ACCREDITATION  
PROCESS – DR. DAVID  
ARREAZOLA**

Dr. David Arreazola, Senior Director of Institutional Effectiveness and Research/SACSCOC Liaison, went over reaffirmation, accreditation, institutional effectiveness, the advisory visit, off-site peer review, Focused Report, Quality Enhancement Plan, on-site committee review which is October 14 – 17, 2019, Response Report, and SACSCOC Board Review. He also went over the governing board standards (mission review, board/administrative distinction, CEO evaluation/selection, conflict of interest, board dismissal, external influence, board self-evaluation, and multi-level governance) and the role of the trustees in the accreditation process.

**LCC’S STRATEGIC PLAN –  
DR. DAVID ARREAZOLA**

Dr. Arreazola provided a recap of the meetings held. The plan will be presented to the Board in July.

**DISCUSSION OF TERM  
LIMITS FOR FUTURE  
BOARD MEMBERS**

Mr. Tijerina asked Mr. Meurer for feedback on this item. Mr. Meurer noted that he researched the item and that LCC Board does not have the power to limit Board members’ terms but it could be done by going to the legislature to create a specific bill. Discussion followed.

**COMMUNICATIONS:**

Mr. Meurer went over the Texas Education Code Section 11.051 and Policy BAA(LEGAL). An individual Board member does not have the authority to act on behalf of the Board. The Board President has the authority to set the agenda. Discussion followed.

**A. AMONGST THE BOARD  
AND EMPLOYEES**

Individual Board members do not have authority to supervise employees.

**B. AMONGST THE BOARD  
AND ADMINISTRATION**

The sole employee the Board supervises is the College President.

**C. FROM THE COLLEGE  
PRESIDENT TO THE  
BOARD**

Board communications with the College President should occur in regular Board meetings, special Board meetings, Board workshops, Board retreats, Board committees, and one-way communications.

– MR. GEORGE R.  
MEURER

Ms. Leven-Ramos inquired if she can participate on the Program/Policy Committee meetings in Ms. De La Peña’s absence. Mr. Meurer recommended not to include on the committee as it would create a quorum.

The Board requested to reactivate the Board committees. The committee meetings will meet the week of the Board meeting as follows:

Building Committee	Monday	5:30 p.m.
Program/Policy Committee	Tuesday	5:30 p.m.
Finance & Audit Committee	Wednesday	5:30 p.m.

Ms. Vela requested to have the Board meeting agendas posted by Thursday and Board packet available by Friday the week prior to the Board meeting.

Dr. Ricardo J. Solis asked about employees communicating with the Board. Mr. Meurer noted that if an employee approaches a Board member about a concern, the best practice for a Board member is to refer the employee to the

College President. Discussion followed. Dr. Martinez suggested that the president's office phone number and email, human resources phone number and email, and public relations phone number and email be included on the back of the Board members' business cards.

**UPDATING BOARD POLICIES  
IN A TIMELY MANNER** No discussion took place.

**BOARD'S GOALS AND  
OBJECTIVES** - DR. DAVID  
ARREAZOLA No discussion took place.

**ADJOURNMENT** At 3:07 p.m., Ms. Mares moved to adjourn the meeting. Ms. Leven-Ramos seconded the motion; motion carried.