



**LAREDO COLLEGE DISTRICT**  
Laredo, Texas

The Laredo College Board of Trustees convened on Thursday, November 15, 2018, beginning at 6:03 p.m. in the Samuel A. Meyer Board Room located at the Elpha Lee West Building Room 105 at the Fort McIntosh Campus to canvass the November 6, 2018 election results.

**ROLL CALL**

MEMBERS PRESENT

Mercurio Martinez Jr, President  
Allen Tijerina, Vice President  
Henry S. Carranza, Ph.D.  
Michelle De La Peña  
Tita C. Vela

Cin Bickel, Ex-officio

MEMBERS ABSENT

Cynthia Mares, Secretary  
Rene De La Viña  
Jackie Leven-Ramos

OTHERS

Ricardo J. Solis  
Rusty Meurer, College Attorney  
Rodney H. Rodriguez

**CALL TO ORDER**

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

**CAVASS OF  
NOVEMBER 6, 2018  
ELECTION RESULTS**

Judge Martinez called on Dr. Rodney H. Rodriguez, Executive Director of Strategic & External Affairs and Elections Officer for Laredo College District, to present the election results. Dr. Rodriguez provided the information below:

<b>Name of Candidate</b>	<b>Office Sought</b>	<b>Votes Received</b>	<b>Percentage</b>
Justin Allen H.	Place 4	12697	31.54%
Jorge "JD" Delgado	Place 4	15048	37.38%
Bobbie J. Ceballos	Place 4	7450	18.51%
Feliciano Garcia	Place 4	5060	12.57%
Marcos Escamilla	Place 5	8846	21.35%
Lupita Zepeda	Place 5	20895	50.44%
Frank Sciaraffa	Place 5	11685	28.21%
Esteban Rangel	Place 6	15651	37.52%
Annette Bonugli	Place 6	13655	32.74%
Horacio "Lacho" Lopez IV	Place 6	12407	29.74%

Dr. Rodriguez asked the Board to certify the Returns Sheet. Judge Martinez asked for a motion to acknowledge the presentation made by Dr. Rodriguez. Ms. Tijerina so moved. Ms. Vela seconded the motion; motion carried.

**ADJOURNMENT**

At 6:10 p.m., Dr. Carranza moved to adjourn the meeting. Mr. Tijerina seconded the motion; motion carried.

The Honorable Tracy King administered the Oath of Office to Ms. Lupita Zepeda.

The regular meeting of the Laredo College Board of Trustees convened on Thursday, November 15, 2018, beginning at 6:35 p.m. in the Samuel A. Meyer Board Room located at the Elpha Lee West Building Room 105 at the Fort McIntosh Campus.

<b>ROLL CALL</b>	<u>MEMBERS PRESENT</u>	<u>OTHERS</u>
	Mercurio Martinez Jr, President Allen Tijerina, Vice President Cynthia Mares, Secretary ( <i>via telephone</i> ) Henry S. Carranza, Ph.D. Michelle De La Peña Lupita Zepeda Jackie Leven-Ramos Tita C. Vela Cin Bickel, Ex-officio	Ricardo J. Solis Rusty Meurer, College Attorney Brittany Harry Juan De Dios Ibarra Troy Van Brunt Heriberto Hernandez Alicia Quiroz Bianca Brewster Luciano Ramon Vanessa Puente Joya Vidaurri Cesar E. Vela Jr. Rodney H. Rodriguez David V. Arreazola Veronica Martinez
	<u>MEMBERS ABSENT</u>	
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**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 SEPTEMBER 27, 2018** Ms. Mares moved to approve the minutes as presented. The motion was seconded by Mr. Tijerina; motion carried unanimously.

**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 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. 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.”

Mr. Joshua Grajeda, on behalf of the History and Political Science Club, invited the Board and the public to their Renaissance Fair on December 4<sup>th</sup> from 5:00 p.m. – 9:00 p.m. at the Kazen Student Center. Admission is free and tickets for dinner are being sold.

**RECOGNITIONS, COMMUNICATIONS, AND INTRODUCTIONS** Ms. Brittany Harry, Head Volleyball Coach, announced their season’s achievements and recognized the volleyball players in the audience.

Mr. Juan de Dios Ibarra, Head Men’s Soccer Coach, announced their season’s achievements and recognized the soccer players in the audience. Mr. Troy Van Brunt, Athletics Director, reported on the academic excellence for these athletics.

Mr. Heriberto Hernandez, Senior Director of Workforce Education and South Campus, recognized the help of the Office of Student Life, Marketing Department, Physical Plant, and student organizations for putting the Fall Fest together. He presented a video of the event highlights. He also announced they are currently working with Mr. William Rainey of the South Texas Advancement Resource Organization through the Office of Donor Relations in setting up a fund for students in the amount of \$25,000 with the possibility of matching the amount for a total of \$50,000. This program can provide students in the electrical, diesel technology, diesel mechanics, and welding technology programs an allowance if they qualify.

Dr. Alicia Quiroz, STEM Director Title III LEAPS, recognized Ms. Yalimar Villarreal, a third-semester student who attended the Hispanic Association of Colleges and Universities 33<sup>rd</sup> Annual Conference where she competed and interviewed with several nationally known companies. Ms. Bianca Brewster, Undergraduate Research Coordinator, also recognized Ms. Lorna Espinoza who received the same scholarship to attend the HACU conference.

Mr. Luciano Ramon, Information Technology & Safety Officer, announced that the Criminal Justice Information Services Security Audit done by the Texas Department of Public Safety found the Laredo College Campus Police to be in full compliance with the CJIS Security Policy requirements. He recognized Chief Ray Cortez, Lt. Leo Garibay, and Ms. Diana Sciaraffa who are trained and certified in the use of the CJIS system.

Dr. Ricardo J. Solis announced the following employees new to their positions: Alicia M. Gonzalez-Quiroz, Project Director Title III LEAPS Grant; Esmeralda Mejia, Cook; Graciela Y. Gonzalez, Health Sciences Instructor; Eduardo Mata, Jr., Lab Assistant-Transportation Technology; Raquel Ramirez Ruiz, Senior Database Analyst; Veronica Garcia, Patrol Officer; Erika Gonzalez, Admissions & Registration Clerk; Ramiro Hernandez, Assistant Registrar; Hannah M. Higgins, Technology & Multimedia Specialist; Jose Luis Saldivar, Jr., Patrol Officer-South; and Moraima Valdez, Assistant Cook.

**FACULTY SENATE REPORT**

Dr. Cin Bickel, Faculty Senate President, reported on: (1) Fall 2018 enrollment increase, (2) advising for Wintermester 2018 and Spring 2019 is underway, (3) Board of Trustees Candidate Forum hosted by Faculty on October 18<sup>th</sup>, (4) Board of Trustees Elections held on November 6<sup>th</sup> and welcomed Ms. Zepeda to the Board, (5) virtual office hours proposal, and (6) Faculty ranks and titles procedures.

**ASSOCIATED STUDENT ORGANIZATION REPORT**

Ms. Vanesa Puente, Associated Student Organization President, reported on: (1) ghost hunting sessions, (2) Fall Fest, (3) Trading Station initiative, (4) Board of Trustees candidate forum hosted by the Honors Program and Phi Theta Kappa and congratulated Ms. Zepeda, (5) Dia del Rio, (6) HEB feast of sharing, and (7) ASO leaders meet and greet.

**CLASSIFIED STAFF COUNCIL REPORT**

Ms. Joya Vidaurri, Classified Staff Council President, reported on: (1) Fall Fest, (2) CSC will host Board of Trustees Forum scheduled for December 6<sup>th</sup>, 5:30 p.m. – 7:30 p.m. at the De La Garza Building, (3) collaborating with the Office of Student Life and ASO on the Trading Station, and (4) donations for Bethany House.

Dr. Ricardo Solis stated that the Classified Staff together with the faculty and students are working together on the Trading Station initiative.

**CONSENT AGENDA**

**APPROVAL OF MODIFICATIONS TO LAREDO COLLEGE BOARD POLICIES AD(LOCAL): EDUCATIONAL ROLE, MISSION, PURPOSE, AND RESPONSIBILITY AND AE(LOCAL): COLLEGE DISTRICT GOALS AND OBJECTIVES** – DR. DAVID V. ARREAZOLA

Ms. Vela moved to approve the item under the Consent Agenda and to include Item 10 – *Ordering the Joint Run-Off Election for Board of Trustees Positions 4 and 6 and Authorizing the College President to Enter into a Joint Run-Off Election Services Contract with the Webb County Elections Administrator*, Item 12 – *Ratification of Nursing Simulator Equipment Purchase*, Item 13 – *Approval for the Purchase of TSI Test Units*, Item 15 – *FY 2018 Annual Investment Report*, Item 18 – *September 2018 Monthly Financial Report*, and Item 20 – *Approval of Purchase of Audio Visual Equipment and Installation for the Yearly Library as Part of the Facilities Master Plan Phase III Construction Project - Yearly Library Renovation*. Mr. Tijerina seconded the motion; motion carried.

**DISCUSSION AND POSSIBLE ACTION**  
**DISCUSS NAMING A ROOM IN THE YEARY LIBRARY AND EXECUTIVE CONFERENCE CENTER AS PER LAREDO COLLEGE BOARD POLICY CLA(LOCAL): FACILITIES PLANNING – FACILITIES STANDARDS** – DR. HENRY S. CARRANZA

Dr. Carranza moved to defer to the next meeting. Mr. Tijerina seconded the motion; motion carried.

**CONTRACT APPROVAL FOR LANDSCAPING AND GROUNDS MAINTENANCE SERVICES FOR THE FT. MCINTOSH-MAIN CAMPUS, FT. MCINTOSH-SPORTS COMPLEX, AND SOUTH CAMPUS** – MR. CESAR VELA

Mr. Cesar Vela, Chief Financial Officer, asked that the Board approve a one (1) year contract with Torres Landscaping and Inc. in the amount not to exceed \$214,956.00 as the proposer that will provide the best value for the District for the Fort McIntosh and South Campus Grounds Maintenance Services. Dr. Carranza moved to approve as presented. Ms. Leven-Ramos seconded the motion; motion carried.

**ANNUAL REVIEW AND ADOPTION OF LAREDO COLLEGE BOARD POLICY – CAK(LOCAL): APPROPRIATIONS AND REVENUES SOURCES – INVESTMENTS** – MR. CESAR VELA

Mr. Vela noted that Section 2256.005(e) of the Public Funds Investment Act (Texas Government Code Chapter 2256) requires the Board of Trustees of Laredo College District to review the District's investment policy and investment strategies set forth in CAK(LOCAL) and adopt a resolution reflecting the Board's review and recording any changes made to the investment policy or strategies. He went over the proposed policy changes. Ms. Mares moved to approve as presented. Ms. Leven-Ramos seconded the motion; motion carried unanimously.

**APPROVAL OF GUARANTEED MAXIMUM PRICE (GMAX) FOR FACILITIES MASTER PLAN PHASE III CONSTRUCTION PROJECT - BILLY HALL STUDENT CENTER RENOVATION** – MR. CESAR VELA

Mr. Vela asked that the Board approve the Guaranteed Maximum Price of \$1,621,439.38 for the Billy Hall Student Center Renovations, a component of Laredo College's Facilities Master Plan Phase III. Ms. Leven-Ramos moved to approve as presented. Dr. Carranza seconded the motion. Ms. Vela noted that this renovation is being done instead of building a new Student Union Building. Motion carried.

**APPROVE ENTERING INTO A BOOKSTORE CONTRACT WITH FOLLET HIGHER EDUCATION GROUP, INC.** – MR. CESAR VELA

Mr. Vela asked that the Board approve entering into a ten (10) year contract with Follett Higher Education Group Inc. and to allow College administration to negotiate financial terms of the agreement. The contract is to operate the LC Fort McIntosh bookstore, the LC South Campus bookstore, and the new Café located at the Yearly Library. Mr. Vela and Dr. Ricardo Solis answered questions from the Board. Ms. Leven-Ramos moved to approve as presented. Dr. Carranza seconded the motion; motion carried.

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

No report.

**OCTOBER MARKETING REPORT** – DR. RODNEY H. RODRIGUEZ

Dr. Rodney H. Rodriguez, Executive Director of Strategic and External Initiatives, went over the October Marketing Report. Dr. Rodriguez recognized Mr. Obed Guerrero, Community and Media Relations Director, for all his work.

**IMPACT ECONOMIC DEVELOPMENT FORUM** – DR. RODNEY H. RODRIGUEZ

Dr. Rodriguez invited the Board to the IMPACT Economic Development Forum scheduled for December 5<sup>th</sup> from 6:00 p.m. – 8:00 p.m. at the Laredo Country Club.

Mr. Tijerina thanked Dr. Rodriguez and the committee for obtaining diploma covers for graduates.

**SOUTHERN ASSOCIATION OF COLLEGE AND SCHOOLS COMMISSION ON COLLEGES UPDATE** – DR. DAVID V. ARREAZOLA

Dr. David V. Arreazola, Senior Director of Institutional Effectiveness and Research/SACSCOC Liaison, made a presentation on SACSCOC Updates and Deadlines. He introduced Dr. Veronica Martinez, Assessment and Quality Enhancement Plan Coordinator, who reported that they are in the process of developing a topic for LC's QEP and putting a committee together to review the data and select possible topics which need to be derived from the strategic plan and focused on student success. Ms. Leven-Ramos asked Dr. Ricardo Solis if there will be a Board workshop to review SACSCOC process and Board training on goals and accreditation for the new Board members. He indicated yes.

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

The reports were provided for information purposes.

Dr. Ricardo Solis thanked Mr. Tijerina for his service on the Board. Judge Martinez welcomed Ms. Zepeda to the Board.

**NEXT MEETING DATE:**

Judge Martinez noted that the next meeting date is Tuesday, December 18, 2018 at 6:00 p.m.

**ADJOURNMENT**

At 8:13 p.m., Judge Martinez adjourned the meeting.