



LAREDO COLLEGE DISTRICT

Laredo, Texas

The regular meeting of the Laredo College Board of Trustees convened on Monday, February 4, 2019, beginning at 6:04 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
Jackie Leven-Ramos, Vice President
Henry S. Carranza, Ph.D., Secretary
Cynthia Mares
Jorge “JD” Delgado
Lupita Zepeda
Esteban Rangel
Michelle De La Peña *(arrived at 6:25 p.m.)*
Tita C. Vela *(arrived at 6:15 p.m.)*

Cin Bickel, Ex-officio

MEMBERS ABSENT

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OTHERS

Ricardo J. Solis
Rusty Meurer, College Attorney
Sandra Cortez
Cesar E. Vela Jr.
Rosemary Aguero
Heriberto Hernandez
Rodney Rodriguez
Vanessa Puente
Joya Vidaurri
Eli Mendoza
Marisela Rodriguez
David V. Arreazola
Raquel Pena
Luciano Ramon
Robert Porter
Homer Paez

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
DECEMBER 18, 2018 AND
CANVASSING RUN-OFF
ELECTION RESULTS ON
DECEMBER 21, 2018**

Dr. Carranza moved to approve the minutes as presented. The motion was seconded by Ms. Leven-Ramos; 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 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.”

The following persons addressed the Board to express their support regarding Item 28 – *College President’s Annual Evaluation*, Item 29 – *College President’s*

Employment Contract, and Item 30 – *College President’s Annual Evaluation*: Dr. Ramon de la Torre, Mr. Chris Turner, Dr. Tayo Penosen, and Mr. Prakash K. Mansinghani.

Judge Martinez asked that the record reflect the presence of Ms. Vela.

Mr. Douglas M. Alford presented a brief proposal to convert the old guard house into a World War II Museum.

**RECOGNITIONS,
COMMUNICATIONS, AND
INTRODUCTIONS**

Dr. Ricardo J. Solis, President, announced that the Hispanic Outlook on Education magazine has recognized Laredo College as one of the top 25 Hispanic community colleges in the nation. He presented the plaque the college has received.

Judge Martinez asked that the record reflect the presence of Ms. De La Peña.

Ms. Sandra Cortez, Dean of Community Education, and Mr. Gabe Lozano, Grant Writer, announced the award of the Accelerate Texas for Integrated Education and Training grant through Texas Workforce Commission for \$347,210. She acknowledged Mr. Lozano and Ms. Denise Flores for their assistance in writing the grant.

Mr. Gabe Lozano announced the award of a grant from the U.S. Department of Justice for \$7,385. It is to equip the college’s campus police officers with bulletproof vests. The grant pays for half and the other half comes from the college. Judge Martinez noted that the Police Academy is highly recognized as one of the best in the state. Ms. Mares asked where the funds were coming from to pay for the college’s portion. Mr. Cesar Vela, Chief Financial Officer, noted that there is an account where the funding is generated from the interest or investment income that is funded from restricted funds. Ms. Vela noted that this was a vision that former trustee, Mr. Allen Tijerina, had favored.

Dr. Ricardo J. Solis announced that he received a letter from Senator Judith Zaffirini congratulating the college on being named an *Excelencia* finalist.

Ms. Rosemary Aguero, Title V Building Scholar Advisement Coordinator, recognized student, Sonia Ortiz, who was selected to participate in an undergraduate research program at Syracuse University and on February 21st & 22nd, she will participate in the 2019 Emerging Researchers National Conference in STEM in Washington, D.C. She thanked Dr. Nora Garza and Dr. Marisela Rodriguez for the opportunities that the students receive.

Ms. Sandra Cortez acknowledged the Adult Education & Literacy staff for all their work to exceed the performance based funding.

Mr. Heriberto Hernandez, Dean of Workforce Education, announced that an agreement with the STAR organization for \$50,000 to assist students in electrical, welding, and diesel technology programs will be signed next Tuesday. He thanked Ms. Sara Pompa from Donor Relations in assisting with the logistics of the agreement.

Dr. Ricardo J. Solis announced that the C-SPAN bus will visit the college campus. Dr. Rodney Rodriguez, Executive Director of Strategic and External Initiatives, announced that the C-SPAN bus will be on campus on February 11, 2019.

Dr. Ricardo J. Solis announced the following employees new to their positions: Javier Cano – Safety & Risk Manager (Ms. Leven-Ramos recognized the work of the previous Safety & Risk Manager, Mr. Richard Gillard); Dr. David V. Arreazola – Executive Director of Institutional Effectiveness & Research; Sandra L. Cortez – Dean of Community Education; Lynda Gomez – Director of Accounting; Heriberto Hernandez – Dean of Workforce Education; Carolyn M. Schmies – Interim Dean of South Campus; Blas F. Guadiana – STEM Lab Specialist; Olga I. Lozano – Special Services Assistant; Christine McGrath – Faculty Secretary-Allied Health; Abigail Perez – Instructional Lab Technician-Computer Technology; Ana Luisa Ramirez – Speech Instructor; Alejandro Rizo – Heating, Ventilation, Air Conditioning & Refrigeration Instructor; and Dr. Rafael E. Romo – Kinesiology & Wellness Instructor.

FACULTY SENATE REPORT

Dr. Cin Bickel, Faculty Senate President, congratulated the new Board members and reported on: (1) a proposal on virtual office hours, (2) working with administration on procedures for faculty ranks and titles and is proposing on deleting the word “teaching” and the “professor status”; Ms. Mares indicated that it would need to be brought to the Program/Policy Committee, and (3) faculty is supporting the process for preparation of the SACS accreditation.

Dr. Ricardo J. Solis gave a brief update on Dr. Michael Hoefler’s advisory visit in preparation of the college’s reaccreditation.

ASSOCIATED STUDENT ORGANIZATION REPORT

Ms. Vanesa Puente, Associated Student Organization President, welcomed the new Board members and reported on: (1) participation at the college’s in-service, (2) Quality Enhancement Plan Topic Selection, (3) participation at the State of the City Address, (4) new members to A.S.O. – Vice President-Allen Vazquez and senator-Andrea Lopez, (5) Culinary Arts students’ harvest, (6) upcoming event (will give details at a later time), (7) official opening of the college’s Trading Station, and (8) lending hands initiative.

CLASSIFIED STAFF COUNCIL REPORT

Ms. Joya Vidaurri, Classified Staff Council President, reported on: (1) C.S.C. meeting during in-service, (2) need to elect a sergeant of arms, (3) communication to classified staff, (4) next C.S.C. meeting scheduled for February 13th, (5) SACS reaccreditation, (6) initiatives – community outreach, community garden, and (7) strategic plan.

Ms. Mares moved to move up Item 18 - *Approval of Pocahontas Council to Serve Alcohol at the Pocahontas Ball*. Ms. Leven-Ramos seconded the motion; motion carried unanimously.

APPROVAL OF POCAHONTAS COUNCIL TO SERVE ALCOHOL AT THE POCAHONTAS BALL (LAREDO COLLEGE KAZEN STUDENT CENTER) – DR. RODNEY H. RODRIGUEZ

Dr. Rodney Rodriguez asked that the Board authorize the serving of alcohol at the Pocahontas Ball scheduled for February 16, 2019 at the Kazen College Center. Ms. Mares asked if the Board is to approve the Princess Pocahontas Council and LULAC to serve alcohol. Dr. Rodriguez indicated that the Princess Pocahontas Council works in conjunction with LULAC to serve the alcohol. Mr. Rusty Meurer, college attorney, noted that the item is seeking approval to serve alcohol at the Pocahontas Ball in accordance with the lease agreement. Dr. Rodriguez and Mr. Meurer answered questions from the Board. Mr. Meurer suggested “that the Board authorize the service of alcohol at the Pocahontas Ball on February 16th at the Kazen Student Center with the provision that both the Pocahontas Council and LULAC entity secure all permits required by the State, City, and County to serve and sell alcoholic beverages and that said service is done in accordance with the contract between Laredo College and the Pocahontas Council”. Ms. Mares so moved. Ms. Leven-Ramos seconded the motion; motion carried unanimously. Ms. Graciela Ornelo, Princess Pocahontas Council President, and Ms. Olga Cantu,

Princess Pocahontas Council Vice President, thanked the Board, Dr. Ricardo Solis, Dr. Rodney Rodriguez, Ms. Raquel Pena, Mr. Javier Cano, and Mr. Ricardo Iniguez for hosting their 39th annual pageant and ball.

CONSENT AGENDA

Ms. Mares moved to approve the items under Consent Agenda. Ms. De La Peña seconded the motion; motion carried unanimously.

**APPROVAL OF INTERNET
CIRCUIT SERVICES**

**CONTRACT – MR. CESAR
VELA**

**APPROVAL OF
INFORMATION
TECHNOLOGY SUPPORT
AND MAINTENANCE FEES
AS APPROVED BY THE FY
2019 BUDGET – MR.
LUCIANO RAMON**

**DISCUSSION AND POSSIBLE
ACTION**

**ELECTION OF BOARD
OFFICERS AS PER
BCA(LEGAL): BOARD
INTERNAL ORGANIZATION –
BOARD OFFICERS AND
OFFICIALS**

Ms. Zepeda made a nomination for officers: President – Mercurio Martinez, Vice President – Jackie Leven-Ramos, and Secretary – Henry Carranza. Judge Martinez called on legal counsel. Mr. Meurer indicated that the Board has followed Robert’s Rules of Order when it comes to the election of Board officers, which is the nominations of a particular office and once nominations are closed, the election for that office takes place. Ms. Vela nominated Ms. Mares for Vice President. Ms. Mares nominated Ms. Vela for Secretary. Judge Martinez called for the vote of the slate of officers nominated by Ms. Zepeda. Discussion took place on slate of nominations and individual nominations. Ms. Zepeda moved that nominations cease. Mr. Rangel seconded the motion; motion carried. Judge Martinez asked each individual Board member for their vote to cease the nominations; everyone indicated “yes”. Judge Martinez asked each individual Board member for their vote on Ms. Zepeda’s slate of nominations (President – Mercurio Martinez, Vice President – Jackie Leven-Ramos, and Secretary – Henry Carranza). Ms. Leven-Ramos asked that the Board vote on each office separately, not as a slate. Mr. Rangel indicated that there is currently a motion made by Ms. Zepeda that needs to be voted on. Mr. Rangel seconded the motion. Discussion took place on the process. Judge Martinez continued to ask each individual Board member for their vote on the slate of nominations; six voted in favor and three voted against (Ms. Vela, Ms. Mares, and Ms. De La Peña). Motion passed. Mr. Rangel asked Mr. Meurer if there are any policies in place to nominate officers. Mr. Meurer indicated that the college does not; the college’s policy refers to Robert’s Rules of Order. Mr. Rangel asked if he can make a motion to have legal counsel and staff come up with policy and procedures through its committees on criteria for election of Board officers for the future. Judge Martinez indicated yes. Ms. Vela noted that all Board members are equal and no one can approve item without the majority of the Board.

**APPOINTMENT OF BOARD
COMMITTEES**

Judge Martinez indicated that he has worked on the appointment of the committees. Ms. Mares and Ms. Vela indicated that they would like to voice their preference on the committees as has been done in the past. Mr. Meurer indicated that the Board in the past has jointly discussed the committee structure. He indicated that as per Robert’s Rule of Order, committees can be appointed by the chair of the Board, by nominations, or by ballot. A method needs to be selected. Dr. Ricardo Solis asked that this item be delayed in order to receive each Board member’s response to which committee(s) they are interested in serving and revisit again. Ms. Leven-Ramos moved “to defer

this item until all members of the Board have expressed their interest in each individual committee”. Ms. Vela seconded the motion; motion carried.

**APPROVAL OF RESOLUTION
HONORING DR. JUAN L.
MALDONADO – JUDGE
MERCURIO MARTINEZ**

Judge Martinez indicated that this resolution was read at the swearing-in ceremony of the Honorable Patricia Alvarez. Ms. Leven-Ramos moved to approve the resolution. Dr. Carranza seconded the motion; motion carried unanimously.

**FY 2018 AUDITED
FINANCIAL REPORT – MR.
CESAR VELA**

Mr. Vela introduced Mr. Eli Mendoza, partner with CPA Firm of Garza/Gonzalez & Associates, to present the FY 2018 audit report. Mr. Mendoza made a brief presentation on the audit. He indicated that they are rendering an unmodified opinion. On the federal awards report, found no material weaknesses, no significant deficiencies, and no non-compliance required to be reported in the financial statements. Judge Martinez asked for a motion to acknowledge the presentation. Mr. Delgado so moved. Ms. Mares seconded the motion; motion carried.

**NOVEMBER 2018 MONTHLY
FINANCIAL REPORT – MR.
CESAR VELA**

Mr. Vela reviewed the following information for the report as of November 30, 2018: headcount enrollment growth for Fall 2018 was 3.07%; semester credit hours were up 4.7%; Fall 2018 tuition and fee revenue shortfall of \$100,010; tax revenue down \$2.5 million due to the Webb County discontinuation of discount on early payment; projected salary savings of \$421,000; revenue is \$24.3 million. Dr. Ricardo Solis indicated that the \$100,010 shortfall is inaccurate because the Wintermester produced a revenue of \$300,065. Dr. Marisela Rodriguez, Provost/Vice President of Academic Affairs, noted that Wintermester has an increase from last year and will not be reflected until the end of next month. Mr. Vela continued his report: expenditures are \$13.6 million with no major variances; Phase III construction projects expenses are \$47 million with a balance of \$57 million; general operating fund balance is \$10.7 million but need to take into account GASB 68 and 75. Ms. Leven-Ramos asked if the summer learning academies will continue this summer. Dr. Marisela Rodriguez indicated that they are working with both school districts for the summer academies. Ms. Leven-Ramos announced that there is a pathways meeting scheduled for February 7th at the SAC for parents and students. Ms. Vela had questions on several accounts. Mr. Vela and Dr. Rodney Rodriguez answered her questions.

**APPROVAL OF NOVEMBER
2018 QUARTERLY
INVESTMENT REPORT – MR.
CESAR VELA**

Mr. Vela reported investments of \$115,234,933 as of November 30, 2018 and went over the report. Ms. Mares moved to approve the report. Dr. Carranza seconded the motion; motion carried.

**2017-2018 STUDENT
SUCCESS REPORT CARD –
DR. DAVID V. ARREAZOLA**

Dr. David V. Arreazola, Executive Director of Institutional Effectiveness & Research, presented the Student Success Report Card for 2017 – 2018, which included the following:

- Key Performance Indicators
- Large College Peer Groups
- Status Gauge

Dr. Arreazola, Dr. Marisela Rodriguez, and Dr. Rodney Rodriguez answered questions from the Board.

**APPROVAL OF PROPOSED
MODIFICATION TO BOARD
POLICY EGC(LOCAL):
ACADEMIC ACHIEVEMENT-
GRADUATION – DR. FRED
SOLIS**

Dr. Fred Solis, Vice President for Student Success and Enrollment, asked that the Board approve the addition of resident credit requirement onto EGC(LOCAL) policy as per SACSCOC Principle 9.4 requirement. Ms. Mares so moved. Ms. De La Peña seconded the motion; motion carried.

INFORMATION ITEMS

2019 – 2020 BUDGET CALENDAR – MR. CESAR VELA

Mr. Vela briefly went over the FY 2020 Laredo College Budget Calendar, which each Board member received.

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

Ms. Raquel Pena, Associate Dean of Students, announced Laredo College Family FunFest & Musicale is scheduled for February 16th, 12:00 p.m. – 5:00 p.m. at the Fort McIntosh Campus. The Board members received a flyer of the event.

LAREDO COLLEGE MARKETING STRATEGY – DR. RODNEY H. RODRIGUEZ

Dr. Rodney Rodriguez presented the Wintermester 2018 and Spring 2019 marketing strategy. Dr. Rodriguez answered questions from the Board. He also announced that LC had ads appear prior to the Super Bowl.

TEXAS STATE LEGISLATIVE UPDATE – DR. RODNEY H. RODRIGUEZ

Dr. Rodney Rodriguez provided a brief Texas State Legislative Update which included preliminary priorities and collaborative visits.

SACSCOC UPDATE – DR. DAVID V. ARREAZOLA

Dr. David V. Arreazola provided an update on the advisory visit from Dr. Michael Hofer, SACSCOC Vice President. He reviewed 14 of the 70 standards and met with the College President, executive team, SACSCOC Leadership Team, faculty, and QEP Committee. The compliance certification is due March 1st, off-site review is April 23-26, 2019, receive results of the off-site review around first week of May, and On-Site Visit – October 14-17, 2019.

FACULTY PROCEDURES MANUAL UPDATE – DR. MARISELA RODRIGUEZ

Dr. Marisela Rodriguez announced that the Faculty Procedures Manual is being finalized. There will be a standing faculty committee to ensure the manual is up-to-date and aligned with policies.

LAREDO COLLEGE POLICE ANNUAL CONTACT REPORT – MR. LUCIANO RAMON

Mr. Luciano Ramon, Information Technology & Safety Officer, presented the annual report that the Laredo College Campus Police filed with the State for information purposes. Ms. Mares moved to acknowledge the report as presented. Ms. De La Peña seconded the motion; motion carried.

UPDATE ON LAREDO COLLEGE CONSTRUCTION PROJECTS, INCLUDING FACILITIES MASTER PLAN PHASE 3 BOND CONSTRUCTION – MR. ROBERT PORTER

Mr. Robert Porter, Construction Project Manager, and Mr. Homer Paez, Assistant Construction Project Manager, presented the active and completed projects at the Fort McIntosh and South campuses.

EXECUTIVE SESSION

At 9:50 p.m., Judge Martinez announced that the Board would go into executive session for the following items:

- Closed Session Discussion Pursuant to Texas Government Code Sections 551.071 and 551.074 Relating to the College President’s Annual Evaluation
- Closed Session Discussion Pursuant to Texas Government Code Sections 551.071 and 551.074 Relating to the College President’s Employment Contract

Ms. Leven-Ramos so moved to go into executive session. Ms. Vela seconded the motion; motion carried.

DISCUSSION AND POSSIBLE ACTION COLLEGE PRESIDENT’S ANNUAL EVALUATION

The Board reconvened to open session at 11:20 p.m. Judge Martinez noted that no action was taken in executive session. Ms. Mares indicated for the record that the 2017 – 2018 evaluation was completed and will be submitting the report to Dr. Ricardo J. Solis for his information and signature.

**COLLEGE PRESIDENT'S
EMPLOYMENT CONTRACT**

Ms. Leven-Ramos moved "that Laredo College Board of Trustees extend Dr. Ricardo J. Solis employment contract by two years". Dr. Carranza seconded the motion; motion carried. Ms. Vela and Ms. Mares voted against.

Ms. Leven-Ramos moved "that the Laredo College Board of Trustees increase the annual salary pay to Dr. Ricardo J. Solis, College President, by 8% and provide a monthly car allowance of \$1,000". Ms. Zepeda seconded the motion; motion carried. Ms. Vela and Ms. Mares voted against.

Mr. Meurer indicated that in Dr. Ricardo J. Solis' employment contract under the Retirement Benefits section, that the words "Teacher Retirement System" should be changed to "ORP" and that the percentage is not 6.8% but should be 6.6%. Ms. Mares so moved. Ms. Leven-Ramos seconded the motion; motion carried.

Mr. Meurer will draft an amendment to the employment contract to reflect the changes the Board approved.

**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 is Thursday, February 28, 2019, 6:00 p.m. – Regular Board Meeting

ADJOURNMENT

At 11:25 p.m., Ms. Mares moved to adjourn the meeting. Judge Martinez adjourned the meeting.