



**LAREDO COLLEGE DISTRICT**

Laredo, Texas

The regular meeting of the Laredo College Board of Trustees convened on Thursday, February 27, 2020 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  
Jackie Leven-Ramos, Vice President  
Henry S. Carranza, Ph.D., Secretary  
Jorge “JD” Delgado

Esteban Rangel

MEMBERS ABSENT

Cynthia Mares  
Lupita Zepeda  
Michelle De La Peña  
Tita C. Vela

OTHERS

Ricardo J. Solis, Ph.D.  
Rusty Meurer  
Michael Gonzalez  
Obed Guerrero  
Carolyn Schmies  
Maritza Morris  
Vilma Guzman  
Rosario Dominguez  
Cesar E. Vela Jr.  
Noe Hinojosa  
Marisela Rodriguez  
Raquel Pena  
Tom Miller  
Bob Porter  
Homer Paez

**CALL TO ORDER**

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

**APPROVAL OF THE  
MINUTES FOR REGULAR  
BOARD OF TRUSTEES  
MEETING OF JANUARY 29,  
2020**

Ms. Leven-Ramos moved to approve the minutes as presented. The motion was seconded by Mr. Delgado; 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 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 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 individuals addressed the Board to express their view of Items 35 – Executive Session Pursuant to Section 551.071 of the Texas Government Code, Closed Session Discussion for Consideration of Approval of U.S. Customs and Border Protection Request for Right-of-

*Entry on Laredo College Property for Survey and Site Assessment and 37 - Consideration of Approval of U.S. Customs and Border Protection Request for Right-of-Entry on Laredo College Property for Survey and Site Assessment:*

Mr. Carlos E. Flores (Item 35)  
Ms. Melissa R. Cigarroa (Item 35)  
Ms. Margarita Araiza (Item 35)  
Dr. Tom Vaughan (Item 35)  
Ms. Tricia Cortez (Item 35)  
Ms. Lola Norris (Items 35 and 37)  
Mr. Manuel Juarez (Items 35 and 37)  
Ms. Mary Sue Galindo (Items 35 and 37)  
Mr. Tom Miller (Items 35 and 37)

**EXECUTIVE SESSION**

Mr. Rangel moved to bring up Item 35 - *Pursuant to Section 551.071 of the Texas Government Code, Closed Session Discussion for Consideration of Approval of U.S. Customs and Border Protection Request for Right-of-Entry on Laredo College Property for Survey and Site Assessment* and Item 36 - *Pursuant to Sections 551.071 and 551.074 of the Texas Government Code, Closed Session Discussion of the Employment, Reassignment and Duties of Employee Related to a Proposed Recommendation of Administration in the Title III LEAPS Grant Office as per Laredo College Personnel Policy DJ(LOCAL): ASSIGNMENT, WORK LOAD, AND SCHEDULES including Discussion with Legal Counsel Regarding Related Legal Issues* to discuss in executive session. Ms. Leven-Ramos moved to include Item 37 - *Consideration of Approval of U.S. Customs and Border Protection Request for Right-of-Entry on Laredo College Property for Survey and Site Assessment* and Item 38 - *Employment, Reassignment and Duties of Employee Related to a Proposed Recommendation of Administration in the Title III LEAPS Grant Office as per Laredo College Personnel Policy DJ(LOCAL): ASSIGNMENT, WORK LOAD, AND SCHEDULES* to Mr. Rangel's motion. Mr. Rangel so moved. Ms. Leven-Ramos seconded the motion. Mr. Rusty Meurer, college attorney, noted that the executive session items should be read aloud because the law requires that the governing body notify the public the sections of the Texas government code that relate to executive session discussion and to clarify that Item 37 and 38 will not be discussed in executive session. Judge Martinez read aloud Item 35, 36, 37, and 38. Mr. Meurer noted that the Board will meet in executive session on only Item 35 and 36. Mr. Rangel indicated that his motion of going into executive session on Item 35 and 36 should be voted on. Ms. Leven-Ramos called for the vote. Motion carried. The Board went into executive session at 6:45 p.m.

**DISCUSSION AND POSSIBLE ACTION**

The Board reconvened to open session at 7:24 p.m. Judge Martinez noted that no action was taken in executive session.

Ms. Leven-Ramos moved to bring up Item 37 - *Consideration of Approval of U.S. Customs and Border Protection Request for Right-of-Entry on Laredo College Property for Survey and Site Assessment* and Item 38 - *Employment, Reassignment and Duties of Employee Related to a Proposed Recommendation of Administration in the Title III LEAPS Grant Office as per Laredo College Personnel Policy DJ(LOCAL): ASSIGNMENT, WORK LOAD, AND SCHEDULES*. Mr. Rangel seconded the motion; motion carried.

**CONSIDERATION OF APPROVAL OF U.S. CUSTOMS AND BORDER PROTECTION REQUEST FOR RIGHT-OF-ENTRY ON**

Ms. Leven-Ramos moved to "deny the United States Customs and Border Protection request for right-of-entry on Laredo College property for survey and site assessment". Mr. Delgado seconded the motion; motion carried.

**LAREDO COLLEGE  
PROPERTY FOR SURVEY  
AND SITE ASSESSMENT**

**EMPLOYMENT, REASSIGNMENT AND DUTIES OF EMPLOYEE RELATED TO A PROPOSED RECOMMENDATION OF ADMINISTRATION IN THE TITLE III LEAPS GRANT OFFICE AS PER LAREDO COLLEGE PERSONNEL POLICY DJ(LOCAL): ASSIGNMENT, WORK LOAD, AND SCHEDULES**

Ms. Leven-Ramos indicated that there is no action on this item.

**RECOGNITIONS, COMMUNICATIONS, INTRODUCTIONS OF PERSONNEL, AND NEW PERSONNEL ACTIONS FOR THE MONTH**

Mr. Michael Gonzalez, Senior Director of Strategic & External Affairs, presented the different college brandings at Martin High School. He acknowledged the work of Mr. Obed Guerrero and the Marketing Team.

Mr. Obed Guerrero, Director of Community and Media Relations, presented photos from LC's float at the WBCA parade. He thanked everyone who helped with the float.

Ms. Carolyn Schmies, Dean of South Campus, gave an update of the Sweet Briar College visit which Sweet Briar College has offered for two more students to attend for \$21,200 per year. The two students are Alexia Alfaro and Angela Casarez. She also announced the 6<sup>th</sup> Annual Box Car Race and Car Show on April 4<sup>th</sup> at LC South.

**FACULTY SENATE REPORT**

Ms. Maritza Morris, Assistant Professor of History/Senator at Large, on behalf of Mr. Prakash Mansinghani congratulated the faculty who are up for tenure. She reported on their initiatives – virtual office hours, faculty evaluations, faculty procedures manual, and dual enrollment committee.

**ASSOCIATED STUDENT ORGANIZATION REPORT**

Ms. Vilma Guzman, Associated Student Organization President, reported on: FunFest participation, attendance at the regional Texas Junior College Government Association conference, LC Phi Theta Kappa chapter reached 5-star status and Chelsea Morgensen and Ana Cecilia Rodriguez Uresti were selected as to the Texas All-Academic Team, and Student Leadership Summit on March 7<sup>th</sup>.

**CLASSIFIED STAFF COUNCIL REPORT**

Ms. Rosario Dominguez, Classified Staff Council President, reported on: FunFest participation and participation at the 6<sup>th</sup> annual LC Box Car Race and Car Show. She reported that she informed the staff of their right to vote.

**CONSENT AGENDA**

Ms. Leven-Ramos moved to approve all of the following items under Consent Agenda

- Item 9 - January 2020 Monthly Financial Report – *Mr. Cesar Vela*
- Item 10 - Approval to Join the U.S. Fixed Income Trust Investment Pools and Designating Authorized Representatives – *Mr. Cesar Vela*
- Item 11 - Approval for the Purchase of Equipment for the College of Health Sciences Building – *Mr. Cesar Vela*
- Item 12 - Approval for the Purchase of Equipment for the Cigarroa Science Complex – *Mr. Cesar Vela*
- Item 13 - Approval for the Purchase of Kitchen Equipment for the South Campus Billy Hall Renovation Project – *Mr. Cesar Vela*

- Item 14 - Approval of Contract with Pearson, Inc. for On-line Tutoring Services – *Mr. Cesar Vela*
- Item 15 - Approval of HVAC Repairs and Upgrades for the De La Garza Building – *Mr. Cesar Vela*
- Item 16 - Approval of Information Technology Equipment Purchase and Equipment Maintenance as Approved by the FY 2020 Budget – *Mr. Luciano Ramon*
- Item 17 - Approval of Purchase of Computer Equipment (PCs) for Billy Hall as Part of the Billy Hall Renovation Project as Part of the Facilities Master Plan Phase III – *Mr. Luciano Ramon*
- Item 18 - Approval of Matching Funds Required for Department of Justice COPS Hiring Grant Application – *Dr. Nora R. Garza*
- Item 19 - Approve Proposed Modification to Laredo College Board Basic District Foundations Policy AD(LOCAL): EDUCATIONAL ROLE, MISSION, PURPOSE, AND RESPONSIBILITY – *Dr. David V. Arreazola*
- Item 20 - Approve Proposed Modification to Laredo College Board Business and Support Services Policy CLA(LOCAL): FACILITIES PLANNING - FACILITIES STANDARDS – *Dr. David V. Arreazola*
- Item 21 - Approve Proposed Modification to Laredo College Board Personnel Policy DMAA(LOCAL): TERM CONTRACTS - TERMINATION MID-CONTRACT – *Dr. David V. Arreazola*
- Item 22 - TASB Board Policy Update 37: Review Updated LEGAL Policies and Act on LOCAL Policies (see list below) – *Dr. David V. Arreazola*

Code	Action
<b>Local Governance</b>	
BBF(LOCAL): BOARD MEMBERS - ETHICS	Replace
BBI(LOCAL): BOARD MEMBERS - TECHNOLOGY RESOURCES AND ELECTRONIC COMMUNICATIONS	Replace
BD(LOCAL): BOARD MEETINGS	Replace
BDB(LOCAL): BOARD MEETINGS - PUBLIC PARTICIPATION	Replace
<b>Business and Support Services</b>	
CAK(LOCAL): APPROPRIATIONS AND REVENUE SOURCES - INVESTMENTS	Replace
CF(LOCAL): PURCHASING AND ACQUISITION	Replace
CGC(LOCAL): SAFETY PROGRAM - EMERGENCY PLANS AND ALERTS	Replace
CHA(LOCAL): SITE MANAGEMENT - SECURITY	Replace
CHF(LOCAL): SITE MANAGEMENT - WEAPONS	Replace
CIA(LOCAL): EQUIPMENT AND SUPPLIES MANAGEMENT - RECORDS MANAGEMENT	Replace
CS(LOCAL): INFORMATION SECURITY	Replace
<b>Personnel</b>	
DGD(LOCAL): EMPLOYEE RIGHTS AND PRIVILEGES - EMPLOYEE USE OF COLLEGE DISTRICT FACILITIES	Delete
DH(LOCAL): EMPLOYEE STANDARDS OF CONDUCT	Replace
DHC(LOCAL): EMPLOYEE STANDARDS OF CONDUCT - CHILD ABUSE AND NEGLECT REPORTING	Add
DIAA(LOCAL): FREEDOM FROM DISCRIMINATION, HARASSMENT, AND RETALIATION - SEX AND SEXUAL VIOLENCE	Replace
<b>Instruction</b>	
EFCD(LOCAL): SPECIAL PROGRAMS - HIGH SCHOOL EQUIVALENCY TESTING CENTERS	Replace
<b>Students</b>	
FFDA(LOCAL): FREEDOM FROM DISCRIMINATION, HARASSMENT, AND RETALIATION - SEX AND SEXUAL VIOLENCE	Replace
FKC(LOCAL): STUDENT ACTIVITIES - REGISTERED STUDENT ORGANIZATIONS	Replace
FLAA(LOCAL): STUDENT EXPRESSION - STUDENT USE OF COLLEGE DISTRICT FACILITIES	Delete
FLB(LOCAL): STUDENT RIGHTS AND RESPONSIBILITIES - STUDENT CONDUCT	Replace
<b>Community and Governmental Relations</b>	
GCB(LOCAL): PUBLIC INFORMATION PROGRAM - REQUESTS FOR INFORMATION	Replace
GDA(LOCAL): COMMUNITY EXPRESSION AND USE OF COLLEGE FACILITIES – CONDUCT ON COLLEGE DISTRICT PREMISES	Replace

Dr. Carranza seconded the motion; motion carried.

**DISCUSSION AND POSSIBLE ACTION**  
**RESOLUTION AUTHORIZING THE ISSUANCE OF “LAREDO COLLEGE DISTRICT MAINTENANCE TAX REFUNDING BONDS, SERIES 2020A”;**  
**DELEGATING THE AUTHORITY TO CERTAIN DISTRICT OFFICIALS TO EXECUTE CERTAIN DOCUMENTS RELATED TO**

Judge Martinez indicated that this item along with Item 24 - *Resolution Authorizing The Issuance Of “Laredo College District Maintenance Tax Refunding Bonds, Taxable Series 2020B”;* *Delegating The Authority To Certain District Officials To Execute Certain Documents Related To The Sale Of The Bonds; Entering Into An Escrow Agreement And A Paying Agent/Registrar Agreement; Approving An Official Statement; And Authorizing And Approving Other Matters Related Thereto,* Item 25 - *Resolution Authorizing the Issuance of “Laredo College District Combined Fee Revenue Refunding Bonds, Series 2020A”;* *Delegating the Authority*

**THE SALE OF THE BONDS;  
ENTERING INTO AN  
ESCROW AGREEMENT AND  
A PAYING  
AGENT/REGISTRAR  
AGREEMENT; APPROVING  
AN OFFICIAL STATEMENT;  
AND AUTHORIZING AND  
APPROVING OTHER  
MATTERS RELATED  
THERETO**

**RESOLUTION AUTHORIZING  
THE ISSUANCE OF  
“LAREDO COLLEGE  
DISTRICT MAINTENANCE  
TAX REFUNDING BONDS,  
TAXABLE SERIES 2020B”;  
DELEGATING THE  
AUTHORITY TO CERTAIN  
DISTRICT OFFICIALS TO  
EXECUTE CERTAIN  
DOCUMENTS RELATED TO  
THE SALE OF THE BONDS;  
ENTERING INTO AN  
ESCROW AGREEMENT AND  
A PAYING  
AGENT/REGISTRAR  
AGREEMENT; APPROVING  
AN OFFICIAL STATEMENT;  
AND AUTHORIZING AND  
APPROVING OTHER  
MATTERS RELATED  
THERETO**

**RESOLUTION AUTHORIZING  
THE ISSUANCE OF  
“LAREDO COLLEGE  
DISTRICT COMBINED FEE  
REVENUE REFUNDING  
BONDS, SERIES 2020A”;  
DELEGATING THE  
AUTHORITY TO CERTAIN  
DISTRICT OFFICIALS TO  
EXECUTE CERTAIN  
DOCUMENTS RELATED TO  
THE SALE OF THE BONDS;  
ENTERING INTO A BOND  
PURCHASE AGREEMENT,  
AN ESCROW AGREEMENT,  
AND A PAYING  
AGENT/REGISTRAR  
AGREEMENT; APPROVING  
AN OFFICIAL STATEMENT  
FOR USE IN THE  
MARKETING OF THE  
BONDS; AND AUTHORIZING  
AND APPROVING OTHER  
MATTERS RELATED  
THERETO**

**RESOLUTION AUTHORIZING  
THE ISSUANCE OF  
“LAREDO COLLEGE  
DISTRICT COMBINED FEE  
REVENUE REFUNDING  
BONDS, TAXABLE SERIES  
2020B”;  
DELEGATING THE  
AUTHORITY TO CERTAIN  
DISTRICT OFFICIALS TO  
EXECUTE CERTAIN  
DOCUMENTS RELATED TO**

*to Certain District Officials to Execute Certain Documents Related to the Sale of the Bonds; Entering Into a Bond Purchase Agreement, an Escrow Agreement, and a Paying Agent/Registrar Agreement; Approving an Official Statement for Use in the Marketing of the Bonds; and Authorizing and Approving Other Matters Related Thereto, and Item 26 - Resolution Authorizing the Issuance of “Laredo College District Combined Fee Revenue Refunding Bonds, Taxable Series 2020B”; Delegating the Authority to Certain District Officials to Execute Certain Documents Related to the Sale of the Bonds; Entering Into a Bond Purchase Agreement, an Escrow Agreement, and a Paying Agent/Registrar Agreement; Approving an Official Statement for Use in the Marketing of the Bonds; and Authorizing and Approving Other Matters Related Thereto* will be addressed together. Mr. Cesar Vela, Chief Financial Officer, noted that as discussed at the Finance & Audit Committee the college has an opportunity to refinance some of the maintenance tax note debt (~\$25 million) and revenue bond debt (~\$11 million). He introduced Mr. Noe Hinojosa, from Estrada Hinojosa, who presented the items and projected timeline. Mr. Rangel moved to approve Items 23, 24, 25, and 26. Ms. Leven-Ramos seconded the motion; motion carried unanimously.

**THE SALE OF THE BONDS;  
ENTERING INTO A BOND  
PURCHASE AGREEMENT,  
AN ESCROW AGREEMENT,  
AND A PAYING  
AGENT/REGISTRAR  
AGREEMENT; APPROVING  
AN OFFICIAL STATEMENT  
FOR USE IN THE  
MARKETING OF THE  
BONDS; AND AUTHORIZING  
AND APPROVING OTHER  
MATTERS RELATED  
THERE TO - MR. CESAR VELA**

**ADOPT A RESOLUTION  
SUPPORTING THE  
APPLICATION OF A  
FOREIGN TRADE ZONE  
DESIGNATION FOR  
HBLOGISTICS INC.  
LOCATED AT 822 UNION  
PACIFIC BLVD, LAREDO,  
TEXAS - DR. RICARDO J.  
SOLIS**

**TENURE  
RECOMMENDATIONS FOR  
CONSIDERATION AND  
APPROVAL BY LAREDO  
COLLEGE BOARD OF  
TRUSTEES - DR. MARISELA  
RODRIGUEZ**

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

**NOTIFICATION OF THE  
SERVING OF ALCOHOLIC  
BEVERAGES AT THE LAMAR  
BRUNI VERGARA  
ENVIRONMENTAL SCIENCE  
CENTER FUNDRAISING  
EVENT AS PER LAREDO  
COLLEGE BOARD  
COMMUNITY AND  
GOVERNMENTAL  
RELATIONS POLICY  
GDA(LOCAL): COMMUNITY  
USE OF COLLEGE DISTRICT  
FACILITIES - CONDUCT ON  
COLLEGE DISTRICT**

Dr. Ricardo J. Solis, President, noted that there is a foreign trade zone request. Ms. Leven-Ramos moved to adopt the resolution presented. Dr. Carranza seconded the motion; motion carried.

Dr. Marisela Rodriguez, Provost/Vice President of Academic Affairs, presented the tenure recommendations and introduced the tenure candidates listed below:

- Gloria Castillo, Child Development Instructor
- Esmeralda Gutierrez, Vocational Nursing Instructor
- Juliana Kelley, Biology Instructor
- Gerardo E. Jaime Moreno, Diesel Instructor

Ms. Leven-Ramos moved to accept the recommendations for consideration and approve tenure for the individuals presented. Dr. Carranza seconded the motion; motion carried unanimously.

Ms. Raquel Pena, Associate Dean of Students & Title IV Coordinator, gave an overview of FunFest and thanked everyone for their help at this event.

Ms. Leven-Ramos announced the Region One STEM Festival at the college.

Dr. Marisela Rodriguez provided the Board with the award, pinning, and graduation ceremonies for Spring and Summer 2020.

Ms. Raquel Pena and Mr. Tom Miller, Director of Lamar Bruni Vergara Environmental Science Center, announced that in celebration of the center's 20<sup>th</sup> anniversary, a Gator Friends Dinner Gala fundraiser which will have the serving of alcohol is being scheduled for April 24, 2020 at the Falcon Bank Executive Conference room.

**PREMISES** – *MS. RAQUEL  
PENA/MR. TOM MILLER*

**FY 2021 BUDGET  
CALENDAR** – *MR. CESAR  
VELA*

Mr. Cesar Vela presented the budget calendar along with tentative dates for Board Budget Workshops.

**UPDATE ON VOLUNTARY  
SEPARATION PLAN** – *MR.  
CESAR VELA*

Mr. Cesar Vela announced that 33 applications have been received for the plan. He provided the potential savings from the plan. There will be another update to the Board in May. Ms. Leven-Ramos asked if there will be additional payouts (i.e. sick leave, etc.). She asked for these amounts at the next update.

**LAREDO COLLEGE  
CONSTRUCTION UPDATE** –  
*MR. ROBERT PORTER*

Mr. Robert Porter, Construction Project Manager, provided an update on the Facilities Master Plan Phase III Fort McIntosh active and completed construction projects.

Mrr. Homer Paez, Assistant Construction Project Manager, provided an update on the South Campus construction projects.

**LEASE AGREEMENT  
BETWEEN LAREDO  
COLLEGE AND CONSEJO  
MEXICANO DE COMERCIO  
EXTERIOR DEL NORESTE,  
A.C. (COMCE NORESTE)** –  
*DR. RICARDO J. SOLIS*

Dr. Ricardo Solis informed the Board that Consejo Mexicano de Comercio Exterior del Noreste, A.C. (COMCE Noreste), a non-profit Mexican organization, will be loaned an office space (not a lease) with the possibility of leasing a space in the future.

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

The reports were provided for information purposes.

**NEXT MEETING DATE:**

Thursday, March 26, 2020 – Regular Board meeting

**ADJOURNMENT**

At 8:30 p.m., Dr. Carranza moved to adjourn the meeting. Ms. Leven-Ramos seconded the motion; motion carried.