



**LAREDO COLLEGE DISTRICT**

Laredo, Texas

The retreat of the Laredo College Board of Trustees convened on Saturday, August 14, 2021, beginning at 9:10 a.m. at the Falcon Bank Community Suite (7718 McPherson Rd., Laredo, Texas 78045).

**ROLL CALL**

MEMBERS PRESENT

Lupita Zepeda, President  
Jorge "JD" Delgado, Vice President  
Jackie Leven-Ramos, Secretary  
Cynthia Mares  
Esteban Rangel (*arrived at 9:27 a.m.*)  
Karina "Kari" Elizondo  
Tita C. Vela (*arrived at 9:20 a.m.*)

OTHERS

Marisela Rodriguez Tijerina, Ed.D.  
Rusty Meurer  
Guillermo R. Garcia  
David V. Arreazola  
Fred Solis  
Cesar E. Vela Jr.  
Daniella Martinez

MEMBERS ABSENT

Mercurio Martinez, Jr.  
Henry S. Carranza, Ph.D.

**CALL TO ORDER**

Ms. Zepeda called the meeting to order. Ms. Leven-Ramos called the roll. Ms. Zepeda announced that a quorum of the members was present, that this meeting was duly called, and that notice of this meeting was posted in accordance with the Texas Open Meetings Act.

**PUBLIC TESTIMONY**

No one signed up for public testimony.

**INTRODUCTIONS AND PURPOSE** – DR. MARISELA RODRIGUEZ TIJERINA/MS. LUPITA ZEPEDA

Dr. Marisela Rodriguez Tijerina, Interim President, summarized the purpose of the retreat. Ms. Zepeda thanked everyone for attending today's retreat.

**ROLE OF THE BOARD, INDIVIDUAL MEMBER, AND CHAIR** – MR. RUSTY MEURER/MR. GUILLERMO R. GARCIA

Mr. Rusty Meurer, legal counsel, introduced Mr. Guillermo Garcia and Ms. Daniella Martinez from his firm. He presented information from the Texas Education Code 11.051.

Ms. Zepeda acknowledged the presence of Ms. Vela.

Mr. Meurer presented the role of the Board – governance, responsibilities, general authority, and duties.

Ms. Zepeda acknowledged the presence of Mr. Rangel.

Mr. Meurer continued with the role of the Board; role of the college president – management; duties of the Board President; and individual Board member responsibilities, authority, and ethics. Discussion took place on various duties.

It was recommended for the Program/Policy Committee to review BFE(LOCAL): Chief Executive Officer – Evaluation.

The Board took a break from 10:25 a.m. – 10:30 a.m.

**SOUTHERN ASSOCIATION OF COLLEGES AND SCHOOLS COMMISSION ON COLLEGES (SACSCOC) PRINCIPLES AND TEXAS HIGHER EDUCATION COORDINATING BOARD EXPECTATIONS – DR. MARISELA RODRIGUEZ TIJERINA/DR. DAVID ARREAZOLA**

Dr. David Arreazola, Interim Provost/Vice President of Academic Affairs and Compliance, made a presentation on SACSCOC, THECB, and the Board (SACSCOC Principles of Accreditation Section 4 & 5, Texas Education Code 51.352, and the Board’s role). Dr. Rodriguez Tijerina noted the documents in each Board member’s meeting packets (The 10 Habits of Highly Effective Boards, Governance v. Management: What’s the Difference?, THECB 2019 Leadership Conference-Public Sector Governing Board Regent and Trustee Duties, Training Requirements for Governing Board Members of Texas Public Institutions and Systems of Higher Education, and The Principles of Accreditation: Foundations for Quality Enhancement).

**MISSION OF THE COLLEGE/ORGANIZATION – DR. MARISELA RODRIGUEZ TIJERINA/DR. FRED SOLIS**

Dr. Fred Solis, Vice President of Student Success and Enrollment, presented the College’s mission, strategic plan, goals, and the organization to support the College’s mission.

**TEXAS OPEN MEETINGS ACT – MR. RUSTY MEURER/MR. GUILLERMO R. GARCIA**

Mr. Guillermo R. Garcia went over the purpose of the Texas Open Meetings Act, meetings, deliberation, posting notices, requirements of meetings, violating the Act, illegal meetings/walking quorums, closed meetings, emergency meetings, and Open Meetings Act violations. Ms. Zepeda asked about attendance of Board members via Zoom. She indicated that if and when the Board reverts to conduct Board meetings via Zoom, an item needs to be brought before the Board.

Due to time constraints, Ms. Leven-Ramos moved to defer the *Liability, Ethics, and Conflict of Interest* item to the August 26<sup>th</sup> Board Meeting and to defer the *Finances, Procurement, and Budget* item to the August 19<sup>th</sup> Budget Workshop. Ms. Mares seconded the motion; motion carried.

**HOW TO CONDUCT A SUCCESSFUL BOARD MEETING – MR. RUSTY MEURER**

Mr. Meurer went over conducting successful Board meetings which included following the agenda, pace of the meeting, redirect discussion that strays from the agenda item, periodically announce time and number of agenda items remaining, discussion time limits, a parliamentarian, Roberts Rules of Order, submission of meeting topics, preparing the agenda, consent agenda, public participation, voting, discussions, and limitations.

**LIABILITY, ETHICS, AND CONFLICT OF INTEREST – MR. GUILLERMO R. GARCIA**

Item deferred to August 26, 2021 Regular Board meeting.

**FINANCES, PROCUREMENT, AND BUDGET – MR. CESAR VELA AND MR. RUSTY MEURER**

Item deferred to August 19, 2021 Budget Workshop.

The Board took a break from 12:27 p.m. – 12:49 p.m.

**LAREDO COLLEGE BOARD GOALS FOR 2021-2022 AND TEAM BUILDING ACTIVITY – LAREDO COLLEGE BOARD OFFICERS**

Ms. Leven-Ramos went over the institution goals – student success, college of the 21<sup>st</sup> century, institutional position, resources, students, community, fiscal stewardship, institutional quality and effectiveness, and Board effectiveness. She asked each individual present to submit at least three Board goals. Ms. Leven-Ramos will compile the submissions and send the results to everyone.

Dr. Rodriguez Tijerina stated that she will be providing an evaluation to all Board members on this retreat at the August 19<sup>th</sup> meeting.

**ADJOURNMENT**

At 1:10 p.m., Mr. Rangel moved to adjourn the meeting. Ms. Vela seconded the motion; motion carried.