



LAREDO COLLEGE DISTRICT
Laredo, Texas

The regular meeting of the Laredo College Board of Trustees convened on Thursday, May 27, 2021, beginning at 6:02 p.m. in the Samuel A. Meyer Board Room located at the Elpha Lee West Building Room 105 at the Fort McIntosh Campus. Due to health and safety concerns related to the COVID-19 Coronavirus and pursuant to Governor Greg Abbott's Temporary Suspension of Open Meetings Laws issued on March 16, 2020, some of Laredo College Board members participated via Zoom videoconference.

ROLL CALL

MEMBERS PRESENT

Lupita Zepeda, President
Jorge "JD" Delgado, Vice President
Jackie Leven-Ramos, Secretary
Mercurio Martinez, Jr.
Henry S. Carranza, Ph.D.
Esteban Rangel (*arrived at 6:27 p.m.*)
Karina "Kari" Elizondo (*participated via Zoom*)
Tita C. Vela (*arrived at 6:05 p.m.*)

MEMBERS ABSENT

Cynthia Mares

OTHERS

Ricardo J. Solis, Ph.D.
Rusty Meurer
Heriberto Hernandez
Fred Solis
Sandra Cortez
Nora R. Garza
Cesar E. Vela Jr.
Luz Cadena (*participated via Zoom*)
Prakash Mansinghani
Luciano Ramon
David V. Arreazola
Marisela Rodriguez Tijerina

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.

**APPROVAL OF THE
MINUTES FOR REGULAR
BOARD OF TRUSTEES
MEETING OF APRIL 29,
2021 AND SPECIAL BOARD
OF TRUSTEES MEETING OF
MAY 10, 2021**

Judge Martinez moved to approve the minutes as presented. The motion was seconded by Mr. Delgado; motion passed.

PUBLIC TESTIMONY

No one signed up for public testimony.

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

Mr. Heriberto Hernandez, Dean of Workforce Education, announced that the Regional Law Enforcement Academy received a 100% success rate on the TCOLE State licensure exam, totaling 14 years of 100% passing rate.

Ms. Zepeda acknowledged the presence of Ms. Vela.

Dr. Fred Solis, Vice President of Student Success and Enrollment, provided a graduation ceremony update.

Ms. Sandra Cortez, Dean of Community Education, reported on Border Patrol bus training.

Dr. Nora R. Garza, Vice President for Resource Development and External Affairs, announced the receipt of a \$20,000 scholarship from

the Be It! Foundation for students who complete a certificate in Child Development and funding for counselor training.

Ms. Leven-Ramos moved to bring up Item 9.F. – *Presentation of TASB Pay Maintenance Review*. Mr. Delgado seconded the motion; motion carried.

**PRESENTATION OF TASB
PAY MAINTENANCE REVIEW**
– MR. CESAR VELA

Mr. Cesar Vela, Vice President of Finance, noted that as part of the budget process, Texas Association of School Boards is contracted to conduct a pay study. He introduced Ms. Luz Cadena, TASB Sr. Human Resources & Compensation Consultant. Ms. Cadena made a presentation on Laredo College Pay System Maintenance which included TASB pay study process, market pay strategy, market sources, market review of faculty and staff, market comparison, proposed faculty salary and ranges, and recommendation and costs. She answered questions from the Board.

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

Dr. Ricardo J. Solis, President, announced:

- Dr. Diana Ortiz, the new Associate Dean of Strategic Recruitment & Community Engagement.
- Ms. Abigail De Leon graduated from Sweet Briar College. She is the first participant of the LC/Sweet Briar College partnership.

FACULTY SENATE REPORT

Mr. Prakash Mansinghani, Faculty Senate President, reported on graduation, congratulated Dr. Ricardo Solis on his selection as South Texas College President, recognized recently retired faculty – Ricardo Guerra, Maria Madrigal, James McCarry, Dr. Jim Goetze, Raul Enriquez, Arturo Navarro, Joe Ruiz, David Hill, Mark Johnson, Mauricio Gonzalez, Dr. Cin Bickel, Mary Sue Galindo, and Dr. Margaret Wintersole, credit hours taught by faculty, and inclusion of faculty on the President search committee.

**ASSOCIATED STUDENT
ORGANIZATION REPORT**

No report.

**DISCUSSION AND POSSIBLE
ACTION**

**APPROVAL OF BUDGETED
CASH MATCHING FUNDS
REQUIRED FOR THE 2021-
2022 TEXAS WORKFORCE
COMMISSION JOBS AND
EDUCATION FOR TEXANS
GRANT APPLICATION – DR.
NORA R. GARZA**

Dr. Nora Garza asked that the Board approve a cash match of \$17,500 for purchase of equipment required by the 2021-2022 Texas Workforce Commission JOBS AND EDUCATION FOR TEXANS grant application that is being submitted. Ms. Leven-Ramos so moved. Mr. Delgado seconded the motion; motion carried.

**APRIL 2021 FINANCIAL
REPORT – MR. CESAR VELA**

Mr. Vela reviewed the following financial information for the report as of March 2021: revenues of \$57.8 million; expenditures are \$33.9 million; restricted funds revenues and expenditures are \$26.6 million; Facilities Master Plan balance is \$23,943,607; tax collections are at 96.95%; total investments are \$122,825,169; and general operating fund balance is \$44.6 million with GASBs netted out. Ms. Leven-Ramos asked for the number of appeals received by Mr. Martin Villarreal for the June 15th meeting. Mr. Delgado moved to acknowledge the report. Ms. Vela seconded the motion; motion carried.

**APPROVAL FOR THE
PURCHASE OF EQUIPMENT
FOR THE NURSING
PROGRAM – MR. CESAR
VELA**

Mr. Vela asked that the Board approve the purchase of simulators for the Nursing Program from Laerdal Medical Corporation at a cost of \$242,530.46 from the CARES Act funding. Mr. Rangel so moved. Judge Martinez seconded the motion; motion carried.

APPROVAL FOR THE PURCHASE OF EQUIPMENT FOR THE MATH DEPARTMENT - MR. CESAR VELA

Mr. Vela asked that the Board approve the purchase of 18 smart boards for the Math Department from AISYS Consulting LLC in the amount of \$108,605.00 from the CARES Act funding. Mr. Rangel so moved. Judge Martinez seconded the motion; motion carried.

APPROVAL OF MICROSOFT LICENSES RENEWAL - MR. LUCIANO RAMON

Judge Martinez moved to approve. Ms. Vela seconded the motion. Mr. Luciano Ramon, Information Technology Officer, noted that these are the annual occurring licensing that the college needs. Motion carried.

TASB BOARD POLICY UPDATES 35, 36, 37, 38, 39, 40, AND 41: REVIEW UPDATED LEGAL POLICIES AND ACT ON LOCAL POLICIES - DR. DAVID V. ARREAZOLA

The LOCAL policies proposed to be changed in the TASB Updates are:

Update 35

DHB(LOCAL): EMPLOYEE STANDARDS OF CONDUCT - SEARCHES AND ALCOHOL/DRUG TESTING

Update 36

DGBA(LOCAL): PERSONNEL-MANAGEMENT RELATIONS: EMPLOYEE GRIEVANCES

Update 37

GD(LOCAL): COMMUNITY EXPRESSION AND USE OF COLLEGE FACILITIES

Update 38

CAI(LOCAL): APPROPRIATIONS AND REVENUE SOURCES: AD VALOREM TAXES

CAIA(LOCAL): AD VALOREM TAXES: EXEMPTIONS AND PAYMENTS

CAIC(LOCAL): AD VALOREM TAXES: SELECTION AND DUTIES OF CHIEF TAX OFFICIALS

DGC(LOCAL): EMPLOYEE RIGHTS AND PRIVILEGES: EMPLOYEE EXPRESSION AND USE OF COLLEGE FACILITIES

FI(LOCAL): SOLICITATIONS

FLA(LOCAL): STUDENT RIGHTS AND RESPONSIBILITIES: STUDENT EXPRESSION AND USE OF COLLEGE FACILITIES

FLB(LOCAL): STUDENT RIGHTS AND RESPONSIBILITIES: STUDENT CONDUCT

FLBE(LOCAL): STUDENT CONDUCT: ALCOHOL AND DRUG USE

Update 39

DIAA(LOCAL): FREEDOM FROM DISCRIMINATION, HARASSMENT, AND RETALIATION - SEX AND SEXUAL VIOLENCE

FFDA(LOCAL): FREEDOM FROM DISCRIMINATION, HARASSMENT, AND RETALIATION - SEX AND SEXUAL VIOLENCE

Update 40

BBE(LOCAL): BOARD MEMBERS - AUTHORITY

BE(LOCAL): POLICY AND BYLAW DEVELOPMENT

DHC(LOCAL): EMPLOYEE STANDARDS OF CONDUCT - CHILD ABUSE AND NEGLECT REPORTING

EFB(LOCAL): CURRICULUM DESIGN - DEGREES AND CERTIFICATES

Update 41

BBF(LOCAL): BOARD MEMBERS - ETHICS

DEC(LOCAL): COMPENSATION AND BENEFITS - LEAVES AND ABSENCES

DLB(LOCAL): EMPLOYEE PERFORMANCE - SUSPENSION

DMAA(LOCAL): TERM CONTRACTS - TERMINATION MID-CONTRACT

DMAB(LOCAL): TERM CONTRACTS - NONRENEWAL

ECC(LOCAL): INSTRUCTIONAL ARRANGEMENTS - COURSE LOAD AND SCHEDULES

Dr. David V. Arreazola, Vice President of Compliance and Risk Management, noted that all the LOCAL policies are recommended for adoption as per TASB's recommendation except for DHB(LOCAL) which is recommended to keep as is and DGBA(LOCAL) with additional revisions. He alerted the Board to TASB recommended changes to BBF(LOCAL). Ms. Leven-Ramos advised the Board of TASB's changes to BBE(LOCAL) and GD(LOCAL). Ms. Leven-Ramos moved to approve the policies as presented. Ms. Vela seconded the motion; motion carried.

Ms. Leven-Ramos moved to defer Item #8.H. - *Approve Modification to Laredo College Board Policy BD(LOCAL): Board Meetings* and Item 8.J. - *Approve Modification to Laredo College Board Policy GL(LOCAL): Relations with Businesses and the Community* for another meeting. Judge Martinez seconded the motion; motion carried.

APPROVE MODIFICATION TO LAREDO COLLEGE BOARD POLICY BCG(LOCAL): BOARD INTERNAL ORGANIZATION- BOARD EVALUATION – MS. JACKIE LEVEN-RAMOS

Ms. Leven-Ramos moved to approve the Board’s self-evaluation instrument that has been used in the past. Mr. Rangel seconded the motion; motion carried.

APPROVE MODIFICATION TO LAREDO COLLEGE BOARD POLICY BFE(LOCAL): CHIEF EXECUTIVE OFFICER EVALUATION – MS. JACKIE LEVEN-RAMOS

Ms. Leven-Ramos indicated that the Board has an obligation to conduct the President’s evaluation for the 2020-2021 year and it would be the same instrument that was used last year. She went over the timeline. Ms. Leven-Ramos moved to approve the instrument and timeline for the Chief Executive Officer evaluation for 2020-2021 year. Mr. Delgado seconded the motion. Discussion followed. Motion carried.

APPROVAL OF UPDATES ON LAB FEES AND STUDENT LIABILITY INSURANCE FEES – DR. MARISELA RODRIGUEZ TIJERINA

Dr. Marisela Rodriguez Tijerina, Provost/Vice President for Academic Affairs, asked that the Board approve the updates to the lab fees and liability insurance fees by the discipline pertaining to the educational program as presented. Ms. Leven-Ramos moved to approve. Mr. Rangel seconded the motion; motion carried.

APPROVAL TO EXPAND DUAL CREDIT OFFERINGS AT NIXON HIGH SCHOOL IN THE LAREDO INDEPENDENT SCHOOL DISTRICT – DR. FRED SOLIS

Dr. Fred Solis asked that the Board approve of the expansion of the current offerings for academic and workforce education programs offered at J. W. Nixon High School in the Laredo Independent School District. Mr. Delgado so moved to approve. Dr. Carranza seconded the motion; motion carried.

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

N/A.

ENROLLMENT UPDATE – DR. FRED SOLIS

Dr. Fred Solis presented the enrollment figures for Maymester, Summer Session I, Summer Session II, and Fall semester.

DISCUSS LAMAR BRUNI ENVIRONMENTAL SCIENCE CENTER FACILITIES – DR. RICARDO J. SOLIS

Dr. Ricardo Solis brought this item to the Board for discussion as the center needs upgrading. Discussion followed. This item will be taken to the Building Committee to discuss plans and costs before bringing to the Board.

PRESENTATION OF 2021 – 2022 STUDENT HANDBOOKS FOR: ASSOCIATE DEGREE IN NURSING, ADULT EDUCATION & LITERACY PROGRAM, BACHELOR OF SCIENCE IN NURSING, COSMETOLOGY, CULINARY ARTS, E-LEARNING, EMERGENCY MEDICAL SERVICES, HONORS PROGRAM, MEDICAL ASSISTANT, NURSING ASSISTANT, OCCUPATIONAL THERAPY ASSISTANT, PHYSICAL THERAPIST ASSISTANT, REGIONAL LAW ENFORCEMENT ACADEMY, RADIOLOGIC TECHNOLOGY, VOCATIONAL NURSING – DR. MARISELA RODRIGUEZ TIJERINA

Dr. Rodriguez Tijerina provided a summary of the student handbook changes from 2020-2021 to 2021-2022 and changes needed as per the Texas Governor’s executive order GA-36, which is not requiring masks but LC highly encourages masks other than clinicals/labs that require protection.

**MINOR REORGANIZATION
OF THE ACADEMIC
AFFAIRS DIVISION AND THE
STUDENT SUCCESS AND
ENROLLMENT DIVISION –
DR. MARISELA RODRIGUEZ
TIJERINA/DR. FRED SOLIS**

Dr. Rodriguez Tijerina presented reorganization in the Academic Affairs Division and Dr. Solis presented reorganization in the Student Success and Enrollment Division.

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

The reports were provided for information purposes.

NEXT MEETING DATES:

Ms. Zepeda noted that the next meeting dates are Wednesday, June 2, 2021, 6:00 p.m. – Special Board Meeting; Tuesday, June 15, 2021, 6:00 p.m. – Budget Workshop; and Wednesday, June 23, 2021, 6:00 p.m. – Regular Board of Trustees Meeting.

ADJOURNMENT

At 8:40 p.m., Ms. Leven-Ramos moved to adjourn the meeting. Mr. Rangel seconded the motion; motion carried.