



**LAREDO COLLEGE DISTRICT**  
Laredo, Texas

The regular meeting of the Laredo College Board of Trustees convened on Thursday, September 30, 2021, beginning at 6:00 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

Lupita Zepeda, President  
Jorge "JD" Delgado, Vice President  
Jackie Leven-Ramos, Secretary  
Cynthia Mares (*arrived at 6:09 p.m.*)  
Mercurio Martinez, Jr.  
Henry S. Carranza, Ph.D. (*left the meeting at 8:34 p.m.*)  
Esteban Rangel (*arrived at 6:41 p.m.*)  
Tita C. Vela (*arrived at 6:19 p.m.*)

MEMBERS ABSENT

Karina "Kari" Elizondo (*participated via telephone call – as per Texas Government Code Sec. 551.122, a Board member participating by telephone conference call is considered absent from the meeting for purposes of Section 130.0845, Education Code*)

OTHERS

David V. Arreazola, M.S., Ed.D.  
on behalf of Marisela  
Rodriguez Tijerina, M.S.,  
Ed.D.  
Guillermo Garcia  
Nora R. Garza, Ph.D.  
Gabe Lozano  
Prakash Mansinghani  
Carmelino Castillo  
Alan A. Cantu  
Cira Hernandez  
Fred Solis, Ed.D.  
Cesar E. Vela, Jr.  
Marissa Guerrero, Ed.D.  
Diana Ortiz, Ph.D.  
Steven Aguilar

**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 BUDGET  
WORKSHOP & SPECIAL  
BOARD OF AUGUST 19,  
2021, REGULAR BOARD  
MEETING OF AUGUST 26,  
2021, AND SPECIAL BOARD  
MEETING OF SEPTEMBER  
14, 2021**

Ms. Leven-Ramos moved to approve the minutes as presented. The motion was seconded by Mr. Delgado; motion carried.

**PUBLIC TESTIMONY**

No one signed up for public testimony.

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

**LAREDO COLLEGE 75<sup>TH</sup>  
ANNIVERSARY  
RECOGNITIONS – MS. LUPITA  
ZEPEDA**

Ms. Zepeda presented recognitions that Laredo College has received for its 75<sup>th</sup> anniversary from the City of Laredo (proclamation), Laredo Independent School District (plaque), U.S. Congressman Henry Cuellar (plaque), and Texas Senator Judith Zaffirini (Texas flag).

**2021 HISPANIC-SERVING  
INSTITUTIONS (HSI) STEM**

Dr. Nora R. Garza, Vice President for Resource Development and External Affairs, announced that Laredo College is the recipient of a \$5

**AND ARTICULATION PROGRAM, TITLE III, PART F, PROGRAM GRANT** – DR. NORA R. GARZA

million grant from U.S. Department of Education. There will be a press conference on Monday, October 4, 2021, at 11:00 a.m. with Congressman Henry Cuellar in attendance.

Ms. Zepeda acknowledged the presence of Ms. Mares.

**FY 2021 CITIZENSHIP AND INTEGRATION GRANT PROGRAM** – DR. NORA R. GARZA/MS. SANDRA CORTEZ

Dr. Garza announced that Laredo College is the recipient of a \$250,000 grant from Homeland Security. Mr. Gabe Lozano, Grant Writer, provided information on the grant and acknowledged Mr. Wayo Martinez and Ms. Sandra Cortez for spearheading the grant.

**ECONOMIC DEVELOPMENT CENTER (EDC) UNIVERSAL PRIMARY (UP) SKILLS WORKFORCE READINESS INITIATIVE GRANT** – DR. NORA R. GARZA

Given that there was no report, Ms. Leven-Ramos moved to defer this item. Dr. Carranza seconded the motion; motion carried.

**EMERGENCY MEDICAL SERVICES GRANT** – DR. NORA R. GARZA

Dr. David Arreazola, Interim Provost/Vice President for Academic Affairs and Compliance, indicated that this item will need to be deferred. Ms. Leven-Ramos moved to defer this item. Mr. Delgado seconded the motion; motion carried.

**INTRODUCTION OF PERSONNEL/PERSONNEL ACTIONS** – DR. MARISELA RODRIGUEZ TIJERINA

Dr. Arreazola introduced the promotions, reassignments, reorganizations, and new hires for the month: Carmelino Castillo, Director of Digital Student Life; Holly A. Dykstra, Assistant Professor of English & Writing Center Director/Interim English Department Chair; Tracy A. Humphries, Vocational Nursing Instructor & Vocational Nursing/Nursing Assistant Program Director; Adrian Ramirez, Associate Professor of Associate Degree Nursing; Bryant De Jesus, Biology Instructor; Alberto Chavez, Jr., Senior Director for Information Technology; Jessica D. Cisneros, Instructor/Transitions Coordinator; Alberto Hernandez, Associate Dean of Dual Enrollment; Dania Herrera, Faculty Secretary Emergency Medical Services (South); Andrea Lopez, Associate Dean of Enrollment Management & Student Success; Rosalinda Montemayor, Vocational Nursing Instructor; Homero Paez, Construction Project Manager; Gabriela Ramos, Assistant Director of Advising, Career, and Transfer Center; Nohemi V. Casiano, Faculty Secretary Allied Health (South); Claudia Del Bosque, Associate Degree Nursing Instructor; Marcela Sanchez, Accounting Clerk; Sergio A. Palacios, Journeyman Electrician (South); and Dr. Marissa Guerrero Longoria, Director of Bachelor of Applied Science in Organizational Leadership Program.

A plaque of recognition for over 15 years of service was presented to Ms. Adriana Nunemaker, former Dean of South.

Ms. Zepeda acknowledged the presence of Ms. Vela.

**FACULTY SENATE REPORT**

Mr. Prakash Mansinghani, Associate Professor of Government/Faculty Senate President, asked the Board to consider a Cost of Living Adjustment or salary increase proposal for the next Board meeting.

**ASSOCIATED STUDENT ORGANIZATION REPORT**

Mr. Carmelino Castillo, Director of Digital Student Life/ASO Student Advisor, introduced the 2021-2022 Associated Student Organization (ASO) President, Mr. Alan A. Cantu. Mr. Cantu introduced ASO Vice President, Fatima Ponce, and ASO Senator Pro Tempore of South, Kaylah Arrambide.

**CLASSIFIED STAFF  
COUNCIL REPORT**

Ms. Cira Hernandez, Classified Staff Council (CSC) President, reported that the CSC already held its officers meeting and will have a CSC meeting on October 21<sup>st</sup>.

Ms. Zepeda asked to bring up Agenda Item 9.G. - *Approval for Renewal of Unlimited Broadband Services Purchase from T-Mobile (Sprint Business)*.

**APPROVAL FOR RENEWAL  
OF UNLIMITED BROADBAND  
SERVICES PURCHASE  
FROM T-MOBILE (SPRINT  
BUSINESS) – DR. FRED SOLIS**

Dr. Fred Solis, Vice President of Student Success and Enrollment, noted that approval is being sought for the renewal of unlimited broadband services from T-Mobile (Sprint Business) in the amount of \$108,000.00. This is best value proposed to the College.

**CONSENT AGENDA**

Judge Martinez moved to acknowledge all of the following items under Consent Agenda.

- Agenda Item 9.A. – Preliminary August 2021 Financial Report
- Agenda item 9.B. – Approval of Annual Subscription for the Library SirsiDynix Enterprise System
- Agenda Item 9.C. – Approval of Acquisition of Serials and Periodical Services from EBSCO Information Services
- Agenda Item 9.D. – Approval of Contract with Texas Multi-Chem for Athletic Field Maintenance Services
- Agenda Item 9.E. – Approval for the Purchase of Computer Equipment for the eLearning & Instruction Innovation Center
- Agenda Item 9.F. – Approval of Five-Year Agreement with Trane for Chill Water Treatment Services at the Fort McIntosh Campus
- Agenda Item 9.G. – Approval for Renewal of Unlimited Broadband Services Purchase from T-Mobile (Sprint Business)

Mr. Delgado seconded the motion; motion passed. A vote was not casted by Ms. Elizondo.

**DISCUSSION AND POSSIBLE  
ACTION**

**APPROVAL OF  
GUARANTEED MAXIMUM  
PRICE (GMAX) FOR SOUTH  
CAMPUS TRUCK DRIVING  
PAD PROJECT – MR. CESAR  
VELA**

Mr. Cesar Vela, Vice President of Finance, asked that the Board approve the Guaranteed Maximum Price of \$961,816.91 for the South Campus Truck Driving Pad, a component of Laredo College's Facilities Master Plan Phase III. He answered questions from the Board. Ms. Mares moved to approve. Judge Martinez seconded the motion; motion carried. A vote was not casted by Ms. Elizondo.

**RESOLUTION TO APPROVE  
TRANSFER OF 20% ANNUAL  
GENERAL OPERATING FUND  
SAVINGS TO PHYSICAL  
PLANT TO COVER  
DEFERRED MAINTENANCE  
PROJECTS – MR. CESAR  
VELA**

Mr. Vela asked that the Board approve the resolution authorizing the transfer of 20% of annual general operating fund savings to Physical Plant to cover deferred maintenance projects. He presented some photos of projects in need of maintenance. He read the following resolution for Board approval.

**RESOLUTION OF THE BOARD OF TRUSTEES OF LAREDO COLLEGE  
DISTRICT TO TRANSFER 20% OF ANNUAL GENERAL OPERATING FUND  
SAVINGS TO DEFERRED MAINTENANCE FUND**

WHEREAS, the Board of Trustees of Laredo College ("Board") desires to hereby approve a Resolution relating to the transfer of annual General Operating Fund savings (surplus) to the Deferred Maintenance Fund;

WHEREAS, the Board desires that the transfer of funds to the Deferred Maintenance Fund shall be equal to 20 percent (%) of annual General Operating Fund savings (surplus);

WHEREAS, the transfer of funds shall be used to cover costs associated with deferred maintenance of facilities and equipment as approved by the Board of Trustees;

WHEREAS, the Board agrees that such transfers will only be made if the General Operating Fund Balance reflects no less than 20 percent (%) of the General Operating Budget expenditures for that fiscal year.

NOW, THEREFORE, BE IT RESOLVED BY THE LAREDO COLLEGE BOARD OF TRUSTEES THAT:

This Resolution shall take effect on October 1, 2021 and remains in effect until the Board rescinds this resolution.

For the effective period of this Resolution, it shall be a goal of the Board to transfer 20 percent (%) of annual General Operating Fund savings to the Deferred Maintenance Fund to cover costs associated with deferred maintenance of facilities and equipment under the conditions specified above.

This Resolution shall take effect upon it being passed and approved by the Laredo College District Board of Trustees.

PASSED AND APPROVED BY THE LAREDO COLLEGE DISTRICT BOARD OF TRUSTEES on this 30<sup>th</sup> day of September, 2021.

Mr. Vela answered questions from the Board. Mr. Guillermo Garcia, college attorney, clarified the action of the resolution.

Ms. Zepeda acknowledged the presence of Mr. Rangel.

Ms. Mares moved to approve the resolution. Dr. Carranza seconded the motion. Discussion took place. Dr. Carranza called for the vote; motion carried. A vote was not casted by Ms. Elizondo.

**APPROVE MODIFICATIONS TO LAREDO COLLEGE BOARD POLICY DEB(LOCAL); COMPENSATION AND BENEFITS - FRINGE BENEFITS - DR. MARISELA RODRIGUEZ TIJERINA**

Dr. Arreazola presented the modifications to DEB(LOCAL) policy which will clarify and update the policy due to changes of course offerings and programs. Ms. Leven-Ramos moved to approve the modifications to DEB(LOCAL). Ms. Mares seconded the motion; motion carried. A vote was not casted by Ms. Elizondo.

**ADOPT A RESOLUTION SUPPORTING SPECIALIZED CUSTOMS SERVICES' APPLICATION TO BECOME A USAGE-DRIVEN FOREIGN TRADE ZONE #94 DESIGNATION, LOCATED AT 8511 MILO RD. BLVD., LAREDO TEXAS 78045 - DR. MARISELA RODRIGUEZ TIJERINA**

Dr. Arreazola asked that the Board approve a resolution supporting the application of a Usage-Driven Foreign Trade Zone #94 Designation for Specialized Customs Services located at 8511 Milo Rd. Blvd., Laredo Texas. Ms. Leven-Ramos moved to approve. Judge Martinez seconded the motion; motion carried. A vote was not casted by Ms. Elizondo.

**APPROVAL OF LAREDO COLLEGE BOARD OF TRUSTEES' GOALS - MS. JACKIE LEVEN-RAMOS**

Ms. Leven-Ramos presented the proposed Board goals received from the August 14, 2021 Board Retreat. However, she would like those Board members who did not attend to provide suggestions for Board goals. She will work on the goals and send to the Board. Ms. Zepeda acknowledged Ms. Elizondo joining the meeting via telephone conference call. Dr. Carranza moved to defer this item. Ms. Vela seconded the motion; motion carried.

**CREATION OF A STUDENT SUCCESS COMMITTEE DUE TO 2021 COMMUNITY COLLEGE ASSOCIATION OF TEXAS TRUSTEES ANNUAL CONFERENCE & BOARD OF TRUSTEES INSTITUTE - MS. CYNTHIA MARES/MS. JACKIE**

Ms. Leven-Ramos presented information on the College Association of Texas Trustees Annual Conference & Board of Trustees Institute that she, Ms. Mares, and Dr. Marisela Rodriguez Tijerina attended. Ms. Mares summarized the points of the conference and recommended to reactivate the Student Success Committee. Ms. Zepeda appointed Ms. Mares as chair of the committee and Ms. Leven-Ramos and Ms. Elizondo as members to the committee to work with Dr. Marisela

LEVEN-RAMOS/DR.  
MARISELA RODRIGUEZ  
TIJERINA

Rodriguez Tijerina. Mr. Rangel so moved. Mr. Delgado seconded the motion; motion carried. A vote was not casted by Ms. Elizondo.

**INFORMATION ITEMS**

**STUDENT ACTIVITIES AND FUTURE PROGRAMS –**

- Information on Bachelor’s Degree in Organizational Leadership – Dr. Arreazola noted the program has started recruiting students. Dr. Marissa Guerrero, Director of Bachelor’s Degree in Organizational Leadership, presented an update on the program. She answered questions from the Board.
- Health & Safety Operations Center Update – Dr. Arreazola presented an update on COVID numbers, hiring a cleaning & disinfecting team, vaccine drives, and campus shield.

**ENROLLMENT UPDATE – DR. FRED SOLIS**

Dr. Solis presented Fall 2021 enrollment, course delivery, debt forgiveness program and tuition waiver assistance, Fall Second Start, and Spring 2022 registration.

**RECRUITMENT UPDATE – DR. DIANA ORTIZ**

Dr. Diana Ortiz, Associate Dean of Strategic Recruitment, presented information on recruitment efforts, recruitment team, professional development, outreach timeline, and recruitment events.

**FINANCIAL AID UPDATE – MR. STEVEN AGUILAR**

Mr. Steven Aguilar, Director of Financial Aid, presented information on the Free Application for Federal Student Aid (FAFSA) for 2022-2023, blitz events, and blitz campaign.

**LAREDO COLLEGE FOOD SERVICES UPDATE – MR. CESAR VELA**

Mr. Vela reported that one food provider (Taco Palenque) has returned to provide services. Eduardo’s will be available at LC South and Chick-fil-A will be providing services at both campuses. Administration discussed issuing Requests for Proposals but will go with Requests for Offers which allow LC to work with multiple vendors. He answered questions from the Board.

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

The reports were provided for information purposes.

**NEXT MEETING DATE:**

Thursday, October 28, 2021, 6:00 p.m. – Regular Board of Trustees Meeting

**ADJOURNMENT**

At 8:34 p.m., Ms. Mares moved to adjourn the meeting. Mr. Rangel seconded the motion; motion carried.