



LAREDO COLLEGE DISTRICT

Laredo, Texas

The regular meeting of the Laredo College Board of Trustees convened on Thursday, July 28, 2022, beginning at 6:01 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 (*participated via Zoom at 6:12 p.m.*)
Mercurio Martinez, Jr.
Henry S. Carranza, Ph.D. (*did not return after executive session*)
Esteban Rangel (*arrived at 6:30 p.m.*)
Karina “Kari” Elizondo (*left the meeting at 7:35 p.m.*)
Tita C. Vela (*participated via Zoom at 6:06 p.m.*)

OTHERS

Minita Ramirez, Ph.D.
Rusty Meurer
Carmelino Castillo
Rosemary Aguero-Riojas
David Arreazola, Ed.D.
Guadalupe Alvarez
Prakash Mansinghani
Maria Elena Morales
Cesar E. Vela Jr.
Marisela Rodriguez Tijerina, Ed.D.
Heather Cruz
Veronica Martinez, Ph.D.
Albert Chavez

MEMBERS ABSENT

—

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 OF THE REGULAR
BOARD MEETING OF JULY
6, 2022**

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

PUBLIC TESTIMONY

No one signed up for public testimony.

**RECOGNITIONS,
COMMUNICATIONS,
INTRODUCTIONS OF
PERSONNEL, AND NEW
PERSONNEL ACTIONS FOR
THE MONTH
ESPORTS UPDATE – MR.
CARMELINO CASTILLO**

Mr. Carmelino Castillo, Associate Dean of Student Engagement and Athletics, gave an overview of the new Esports program at Laredo College. He introduced the eight students who qualified for the Esports program – Rick Cruz, Manuel Peralta, Zenadine Ramirez, Christopher Cervantes, Ramiro Barrera, Diego Castillo, Alejandro Olivo, and Reymundo Jimenez.

Ms. Zepeda acknowledged the presence of Ms. Vela and Ms. Mares.

Mr. Castillo and team captain, Mr. Manuel Peralta, answered questions from the Board.

**2022 LOUIS STOKES
CENTER FOR PROMOTION
OF ACADEMIC CAREERS**

Ms. Rosemary Aguero-Riojas, Project Director-Title III LEAPS POWER Grant, announced 10 of the program’s students were selected to present

**(LS-PAC) MODELS
DIVERSITY IN SCIENCE,
TECHNOLOGY,
ENGINEERING, AND
MATHEMATICS (STEM)
CONFERENCE AND OTHER
RECOGNITIONS – MS.
ROSEMARY AGUERO-RIOJAS**

at the 2022 Louis Stokes Center for Promotion of Academic Careers Models Diversity in Science, Technology, Engineering, and Mathematics Conference. They are: Vivian Andrade, Rebecca Parra, Raquel Puig, Maria Cervantes Abrego, Manuel Peralta, Erick Herrera, Daniela Castro, Julie Martinez, Elizabeth Robles, and Dominique Guillen. Ms. Aguero-Riojas thanked undergraduate research coordinator, Ms. Gabriela Solis Cavazos.

She also announced that Brianna Montemayor has been selected as a recipient for the Texas Space grant scholarship through NASA and Eduardo Barbarena, Pablo Granger, and Elizabeth Robles have been selected to participate in the NASA MUREP Internship.

**AMERICAN FLAG
PRESENTATION – DR.
MINITA RAMÍREZ**

Dr. David Arreazola, Vice President for Compliance and Risk Management, noted that he worked with Mr. Guadalupe Alvarez, veteran, on the dedication of an American Flag to Laredo College. Mr. Alvarez gave a brief history of the flag.

Dr. Minita Ramirez, President, indicated that the flag and plaque will be permanently displayed in the Board Room and a video of the flag presentation will be on the LC website.

Ms. Zepeda acknowledged the attendance of Mr. Rangel.

**LAREDO COLLEGE
PRESIDENT’S INVESTITURE
AND CONVOCATION
ACTIVITIES – DR. MINITA
RAMÍREZ**

Dr. Ramirez distributed the agenda of activities to the Board for the August 15th investiture and convocation.

**INTRODUCTION OF
PERSONNEL/PERSONNEL
ACTIONS – DR. MINITA
RAMÍREZ**

Dr. Ramirez announced the promotions/new hires for the month: Ms. Brenda S. Escamilla, Teacher Assistant (South); Ms. Vilma A. Flores, Teacher (South); Mr. Virgilio J. Cantu, Bursar Accountant; and Ms. Claudia L. Sanchez, Faculty Secretary Allied Health (South).

FACULTY SENATE REPORT

Mr. Prakash Mansinghani, Faculty Senate President, reported on: leadership team; finance committee; faculty accomplishments; student success rates & retention rates; merit based salary increases; faculty senate proposal; and 2022 – 2023 faculty senate goals.

CONSENT AGENDA

Mr. Martinez moved to approve all of the following items under Consent Agenda.

- Agenda Item 7.A. - June 2022 Financial Report
- Agenda Item 7.B. - May 2022 Quarterly Investment Report
- Agenda Item 7.C. - Approval of Annual Subscription for the Library Sirsi Dynix Enterprise System
- Agenda Item 7.D. - Renewal of Contract with Instructure Inc. for Canvas Cloud Subscription
- Agenda Item 7.E. - Approval to Purchase Property Inventory Software
- Agenda Item 7.F. - Approval of 2022 IME Becas Scholarship Regular Scholarship Matching Funds as Per Donor Request

Mr. Rangel seconded the motion; motion carried.

Dr. Ramirez announced that the IME Becas scholarship signing will be on August 2, 2022 at 10:00 a.m.

**DISCUSSION AND POSSIBLE
ACTION
DISCUSSION AND POSSIBLE
ACTION CONCERNING THE
FOLLOWING MATTERS
RELATED TO THE**

8.A.1. APPROVE THE 2022 CERTIFICATION OF THE APPRAISAL ROLL

Ms. Maria Elena Morales, Chief Deputy with Webb County Tax Assessor, presented the 2021 Certified Appraisal Roll. Mr. Delgado moved to

APPRAISAL ROLL AND TAX RATE – MR. CESAR VELA

“approve the certification of the 2022 Appraisal Role as presented by Ms. Maria Elena Morales on behalf of Patricia Barrera, the Webb County Tax Assessor Collector”. Dr. Carranza and Mr. Martinez seconded the motion; motion carried.

8.A.2. APPROVE THE ANTICIPATED COLLECTIONS FOR 2022 OF 100%

Ms. Morales reported that the anticipated collection rate percentage for Laredo College is 100.75%. She read the certification of excess collections and anticipated collection rate for the record.

Patricia A. Barrera, as Tax Collector for the Laredo College, hereby certify that the excess collections for debt service last year was \$80,894.89. Further certify that the anticipated collection rate for taxable year 2022 is 100.75%.

Mr. Delgado moved “to approve the anticipated property tax collections for 2022 of 100% as presented by Ms. Morales on behalf of the Webb County Tax Assessor Collector”. Dr. Carranza seconded the motion; motion carried.

8.A.3. TAKE ACTION ON THE TAX RATE

Ms. Zepeda noted that based on advice from legal counsel and Webb County Tax Assessor Collector no action will be taken on this item. Ms. Morales presented the no-new revenue (.282009) and voter approval rate (.288298). She noted that the TIRZ needs to be calculated and collected. This information will be posted on the LC website tomorrow. Ms. Morales went over the next steps to be taken in the process.

APPROVAL OF HIGHER EDUCATION EMERGENCY RELIEF FUND (HEERF) INCENTIVES – DR. MINITA RAMÍREZ/MR. CESAR VELA

Dr. Ramirez announced that administration is requesting to use HEERF funds to issue meal plans to students via their LC IDs to use on campus. Mr. Rangel moved to approve. Mr. Delgado and Ms. Vela seconded the motion; motion carried.

REVIEW AND APPROVE MODIFICATIONS TO LAREDO COLLEGE BOARD POLICIES BBH(LOCAL): BOARD MEMBERS: CONVENTIONS, CONFERENCES AND WORKSHOPS AND BBG(LOCAL): BOARD MEMBERS: COMPENSATION AND EXPENSES – MS. JACKIE LEVEN-RAMOS

Ms. Leven-Ramos presented revisions to BBH(LOCAL) and BBG(LOCAL). Mr. Delgado moved to approve revisions as presented. Ms. Vela seconded the motion; motion carried.

DISCUSSION CONCERNING ADDING COURSES OFFERED AS PART OF THE FIRE SCIENCE CURRICULUM THAT QUALIFY FOR TUITION EXEMPTIONS UNDER CHAPTER 54 OF THE TEXAS HIGHER EDUCATION CODE – MR. JORGE “JD” DELGADO

Mr. Delgado requested the following programs be included for tuition exemption under Chapter 54: EMT basic certification; EMT paramedic Associate of Applied Science; Emergency Management Associate of Applied Science; Fire Science Technology Associate of Applied Science; and Criminal Justice Associate of Applied Science. Ms. Leven-Ramos so moved. Ms. Vela and Ms. Mares seconded the motion. Discussion followed. Dr. Marisela Rodriguez Tijerina, Provost/Vice President of Academic Affairs, answered questions from the Board. Ms. Zepeda called for the vote; motion carried.

SCHEDULE DATE FOR LEVEL THREE GRIEVANCE HEARING(S) FILED BY TWO PROFESSIONAL EMPLOYEES – DR. MINITA RAMÍREZ

Dr. Ramirez reported that two Level Three grievance hearing requests have been filed and a date needs to be scheduled with the Board. A date will be scheduled on the availability of the Board members.

INFORMATION ITEMS

PRESENTATION AND DISCUSSION OF THE EXTERNAL REVIEW OF LAREDO COLLEGE'S ENROLLMENT MANAGEMENT, RECRUITMENT, AND MARKETING DEPARTMENTS BY RUFFALO NOEL LEVITZ - DR. MINITA RAMÍREZ

Dr. Ramirez noted that this item was discussed at the Student Success Committee meeting and introduced Ms. Heather Cruz, Vice President and consultant for Ruffalo Noel Levitz (RNL). Ms. Cruz provided background of RNL and provided high level recommendation for Laredo College, a review of the departments, how RNL can help, and the next steps. Dr. Ramirez and Ms. Cruz answered questions from the Board.

DISCUSS RETAINING EXTERNAL EVALUATOR FOR THE LAREDO COLLEGE ALUMNI & FRIENDS ASSOCIATION AND DONOR RELATIONS - DR. MINITA RAMÍREZ

Dr. Ramirez informed the Board that the College will be retaining Alamo Consultants LLC to do an overview of the Donor Relations and Alumni relations office to align intakes and outputs.

STUDENT SUCCESS COMMITTEE UPDATE - MS. CYNTHIA MARES

Ms. Zepeda on behalf of Ms. Mares reported that the committee heard an in-depth report from RNL.

INFORM LAREDO COLLEGE BOARD OF TRUSTEES REGARDING INVITATION TO ATTEND ASSOCIATION OF COMMUNITY COLLEGE TRUSTEES (ACCT) LEADERSHIP CONGRESS TO BE HELD IN OCTOBER 24 - 29, 2022 IN NEW YORK CITY, NEW YORK - MS. JACKIE LEVEN-RAMOS

Ms. Leven-Ramos informed the Board that she has been invited to attend the ACCT Leadership Congress to participate on a panel to discuss executive searches. She invited Board members to attend the Congress. Discussion followed on Board travels. Ms. Leven-Ramos noted for the record that she keeps expenses to a minimum.

LAREDO COLLEGE PRESIDENT'S OFFICE IS IN DISCUSSIONS WITH PNC REGARDING THE POSSIBILITY OF RELOCATING HISTORICAL MARKERS AND STATUE OF DAVID B. BARKELEY CANTU TO THE LAREDO COLLEGE PRIVATE DAVID B. BARKELEY CANTU MEMORIAL CHAPEL - DR. MINITA RAMÍREZ

Dr. Ramirez reported Ms. Millie Slaughter brought forward the possibility of Laredo College working with PNC Bank to relocate historical markers and statue to historic Fort McIntosh. Dr. Ramirez is working with Ms. Susan Valencia from PNC Bank. Mr. Delgado noted, if everything goes well, to invite members who originally dedicated the statue along with veterans to the relocation event.

INFORMATION ON LAREDO COLLEGE BOARD OF TRUSTEES ELECTIONS - DR. VERONICA MARTINEZ

Dr. Veronica Martinez, LC Elections Officer, distribution and went over the information that was requested from a previous Board meeting regarding the LC Board of Trustees elections process. She answered questions from the Board.

UPDATE ON THE CERAMICS STUDIO IN THE VISUAL & PERFORMING ARTS BUILDING ROOM 134 NAMED AFTER MR. DALE SHORT† - DR. MARISELA RODRIGUEZ TIJERINA

Dr. Rodriguez Tijerina informed the Board that the naming of the ceramics studio by the Board was approved at the December 17, 2019 Board meeting. In the process of naming the room, everything was halted due to COVID-19 and there is a Dale Short scholarship that has been established. The staff is ready to proceed with the naming of the studio and is working on the plaque and will schedule the dedication.

PRESENTATION OF STUDENT HANDBOOKS FOR TRANSPORTATION TECHNOLOGY - DR. MARISELA RODRIGUEZ TIJERINA

Dr. Rodriguez Tijerina presented the handbooks for Automotive Collision, Automotive Technology, and Diesel Technology.

**PRESENTATION AND
DISCUSSION OF THE
EXTERNAL REVIEW OF THE
INFORMATION
TECHNOLOGY
DEPARTMENT BY ELLUCIAN
- MR. ALBERT CHAVEZ**

Mr. Albert Chavez, Senior Director of Information Technology, noted that an assessment of systems on campus began last year. Ellucian provided an assessment. Ms. Robin Stubbs, Ellucian Account Executive, provided information from the assessment – purpose of strategic alignment plan, findings & recommendations, proposal, and next steps.

EXECUTIVE SESSION

At 8:52 p.m., Mr. Rangel moved to go into executive session on the following items:

- Closed Session Discussion Pursuant to Texas Government Code Sections 551.071 and 551.074 with Laredo College Attorney Concerning Updates on Pending Litigations Filed Against Laredo College
- Closed Session Discussion with the College President Pursuant to Texas Government Code Section 551.074 Regarding the Employment, Reassignment, and Duties of Certain Employees Due to a Reorganization

Mr. Delgado and Ms. Vela seconded the motion; motion carried.

The Board reconvened to open session at 10:04 p.m. Ms. Zepeda noted that no action was taken during executive session.

**DISCUSSION AND POSSIBLE
ACTION
PENDING LITIGATIONS
FILED AGAINST LAREDO
COLLEGE**

Ms. Zepeda indicated that no action will be taken on this item.

**EMPLOYMENT,
REASSIGNMENT, AND
DUTIES OF CERTAIN
EMPLOYEES DUE TO A
REORGANIZATION**

Mr. Delgado moved “to approve the personnel reorganization presented by the College President in executive session”. Mr. Rangel seconded the motion; motion carried.

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

The reports were provided for information purposes.

Dr. Ramirez noted that a special Board meeting will be called to discuss the budget along with other items. She announced a job fair scheduled for August 2nd in the Kazen Student Center from 2:00 p.m. – 6:00 p.m. She also reported: Mr. Vela and his staff are working on the LAR which is due to the State; TACC meeting that she attended and upcoming legislative session; John Maxwell’s book Leadershift was provided to the Board; and investiture and convocation on August 15th.

NEXT MEETING DATES:

Saturday, August 20, 2022, 9:00 a.m. – Board Retreat
Thursday, August 25, 2022, 6:00 p.m. – Regular Board of Trustees Meeting

ADJOURNMENT

At 10:12 p.m., Mr. Rangel moved to adjourn the meeting. Ms. Leven-Ramos seconded the motion; motion carried.