



LAREDO COLLEGE DISTRICT

Laredo, Texas

The regular meeting of the Laredo College Board of Trustees convened on Thursday, December 14, 2023, beginning at 6:11 p.m. in the Samuel A. Meyer Board Room located at the Elpha Lee West Building Room 105 at the Fort McIntosh Campus.

1. CALL TO ORDER Ms. Zepeda called the meeting to order.

2. ROLL CALL

Mr. Delgado called roll.

MEMBERS PRESENT

Lupita Zepeda, President

Jorge "JD" Delgado, Vice President

Jackie Leven-Ramos, Secretary

(arrived at 6:20 p.m.)

Cindy Liendo

Esteban Rangel

Karina "Kari" Elizondo *(arrived at 6:37 p.m.)*

Ernestina "Tita" Cantu Vela

MEMBERS ABSENT

Erica Benavides Garcia

Mercurio Martinez, Jr.

OTHERS

Minita Ramirez, Ph.D.

Rusty Meurer

Juliana Kelley

Ana Gisela "Gigi" Pérez Alemán

David V. Arreazola, Ed.D.

Marisela Rodriguez Tijerina, Ed.D.

Elizabeth C. Rodriguez, Ed.D.

Prakash Mansinghani

Miriam Castillo

Cesar E. Vela, Jr.

Federico Solis, Jr., Ed.D.

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.

4. PUBLIC TESTIMONY No one signed up for public testimony.

5. RECOGNITIONS, INTRODUCTIONS OF PERSONNEL, AND NEW PERSONNEL ACTIONS FOR THE MONTH

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

Dr. Minita Ramirez, President, introduced the new hires and reclassifications for the month: Julissa Barberena, Academic Advisor; Jose M. Ugarte, Patrol Officer; Adriana Aun Talamantes, Assistant Assessment Coordinator; Mario A. Perez, Lead Carpenter; and Javier Rodriguez, Carpenter.

3. APPROVAL OF THE MINUTES OF THE REGULAR BOARD MEETING OF NOVEMBER 16, 2023

Mr. Rangel moved to approve the minutes as presented. The motion was seconded by Mr. Delgado; motion carried.

6. FACULTY SENATE REPORT – MRS. JULIANA KELLEY

Mrs. Juliana Kelley, Faculty Senate President, thanked everyone for the LC Winter Dance. She provided an update on the Memorial Brick project and reminded the Board of tomorrow's graduation ceremony. She thanked the faculty for their work this semester.

7. LAREDO COLLEGE STUDENT GOVERNMENT ASSOCIATION REPORT – MS. ANA GISELA "GIGI" PÉREZ ALEMÁN

Ms. Ana Gisela "Gigi" Pérez Alemán, Student Government Association (SGA) President, provided updates on the following events: Texas Junior College Student Government Association regional meeting; speaker Ovid

Vasquez; turkey giveaway; virtual SGA meeting; de-stress fest; tree lighting ceremony; E-Sports championship finals; dance recital; graduation fair; Bachelor's in Applied Science Organizational Leadership scholarships and awards night; toy drive; and graduation invocation.

Ms. Zepeda acknowledged the presence of Ms. Leven-Ramos.

8. DISCUSSION AND POSSIBLE ACTION

8.A. APPROVAL OF DESIGNATED NON-BUSINESS DAYS FOR OPEN RECORDS REQUEST – DR. DAVID V. ARREAZOLA

Dr. David V. Arreazola, Vice President of Compliance and Risk Management, asked the Board to approve the designated non-business days presented pursuant to the new Texas Government Code section 552.0031 and 552.0031(f) for Open Records Requests. Ms. Leven-Ramos so moved. Mr. Rangel seconded the motion. Discussion followed. A vote took place on the motion on the table; motion carried.

8.B. LAREDO COLLEGE BOARD OF TRUSTEES DECLARATION OF SUPPORT FOR OPEN EDUCATIONAL RESOURCES – DR. MARISELA RODRIGUEZ TIJERINA, DR. ELIZABETH C. RODRIGUEZ, AND MR. PRAKASH MANSINGHANI

Dr. Marisela Rodriguez Tijerina, Provost/Vice President of Academic Affairs; Dr. Elizabeth C. Rodriguez, Dean of Academic Innovation and Technology; and Mr. Prakash Mansinghani, Social Sciences Department Chair, read the LC Board of Trustees Declaration of Support for Open Educational Resources (OER). In adopting this Declaration of Support for OER, the LC Board of Trustees declares its commitment to excellence by creating a learning environment that is inclusive, accessible, and of the highest quality for its students. Ms. Leven-Ramos moved to approve. Mr. Delgado seconded the motion; motion carried. Dr. Rodriguez Tijerina recognized the Center for Teaching Excellence and Learning staff for their assistance with OER at Laredo College.

8.C. APPROVAL TO ALLOW LAREDO COLLEGE PRESIDENT TO ENTER INTO A MEMORANDUM OF UNDERSTANDING WITH THE CITY OF LAREDO TO PROVIDE WORKFORCE SKILLS TRAINING, DEVELOPMENT TRAINING, AND REDEVELOPMENT TRAINING FOR INDIVIDUALS WHO EXPERIENCED LAY-OFF, FURLOUGH, OR UNDER-EMPLOYMENT DUE TO THE COVID-19 PANDEMIC – DR. MARISELA RODRIGUEZ TIJERINA

Dr. Rodriguez Tijerina asked the Board to authorize the President to enter into a Memorandum of Understanding with the City of Laredo to establish the Laredo CARES Workforce Training Program. In addition, staff recommends that the Board authorize Laredo College to match and not exceed \$ 750,000 using the Higher Education Emergency Relief Funds (HEERF). Mr. Rangel moved to approve. Ms. Leven-Ramos seconded the motion. Discussion followed.

Ms. Zepeda acknowledged the presence of Ms. Elizondo.

Ms. Zepeda called for the vote; motion carried. Mr. Delgado was not present for the vote. Ms. Miriam Castillo, Laredo Economic Development Department Director, thanked the Board and staff for partnering in this program.

8.D. APPROVAL TO PURCHASE ANNUAL MAINTENANCE FOR NURSING ANNE SIMULATORS, AND SIMMOM MANIKINS – MR. CESAR VELA

Mr. Cesar Vela, Vice President for Finance & Administration, asked that the Board approve the purchase of a 12-month Value Plus Nursing Anne Simulator platinum extended warranty, loaner coverage, preventive maintenance on site for 13 manikins, a 12-month Value Plus SimMom platinum extended warranty, loaner coverage, and preventive maintenance on site for two manikins at a total cost of \$96,791.25. Ms. Leven-Ramos moved to approve. Mr. Delgado seconded the motion; motion carried.

8.E. APPROVAL TO PURCHASE CLASSROOM EQUIPMENT AND

Mr. Vela asked that the Board approve the purchase of electronics equipment from Tech-Labs in the amount of \$198,613.00 which is

SUPPLIES FOR THE INDUSTRIAL AND ELECTRONIC TECHNOLOGIES DEPARTMENT – MR. CESAR VELA

budgeted in the FY2024 budget. Ms. Leven-Ramos so moved. Mr. Delgado seconded the motion; motion carried.

8.F. APPROVAL TO USE THE STUDENT ACTIVITIES FUND BALANCE TO PURCHASE WASHER AND DRYER SETS FOR THE RECREATION DEPARTMENT – MR. CESAR VELA

Mr. Vela asked that the Board approve the use of the Student Activities Fund Balance for the purchase of commercial washer and dryers for the recreation department in the amount of \$54,784.00. Mr. Delgado moved to approve. Mr. Rangel seconded the motion; motion carried.

8.G. APPROVAL TO PURCHASE LIGHTING FOR THE MARTINEZ FINE ARTS CENTER – MR. CESAR VELA

Mr. Vela asked that the Board approve the purchase of lighting for the Martinez Fine Arts Center in the amount of \$96,640.92. Mr. Rangel moved to approve. Ms. Leven-Ramos seconded the motion; motion carried.

8.H. APPROVAL OF CHANGE ORDER FOR TIME EXTENSION FOR THE RAQUEL GONZALEZ AUTOMOTIVE TECHNOLOGY CENTER – MR. CESAR VELA

Mr. Vela asked that the Board approve a time extension request from Leyendecker Construction of Texas, Inc. for 335 calendar days for the Raquel Gonzalez Automotive Technology Center. The new substantial completion date will be December 19, 2024 and the new final completion date will be February 19, 2025. Discussion followed. Mr. Vela answered questions from the Board. Ms. Leven-Ramos moved for “the approval for change order with time extension for the Raquel Gonzalez Automotive Technology Center with a caveat to establish a timeline and set of communications with City leaders to offset the calendar days”. Ms. Elizondo seconded the motion. Mr. Rusty Meurer, College Attorney, went over the motion for clarification. Discussion followed. Ms. Leven-Ramos moved to amend her motion to “approval of change order for 35 days extension for the Raquel Gonzalez Automotive Technology Center and instruct the College President to meet with the contractor to create a timeline to complete the project to be presented at the next meeting”. Ms. Elizondo seconded the motion; motion passed. Mr. Delgado and Ms. Zepeda opposed. Discussion followed. Ms. Zepeda called for the question on the amended motion and asked those in favor of the 35 days. Motion failed. Ms. Liendo moved to “approve the item as presented extending for the additional days as requested with a status report to be brought at the next Board meeting”. Ms. Elizondo seconded the motion. Discussion followed. Ms. Zepeda called for the vote; motion carried. Ms. Zepeda and Mr. Delgado voted against.

9. INFORMATION ITEMS

9.A. ENROLLMENT REPORT – DR. FRED SOLIS

Dr. Fred Solis, Vice President of Student Success and Enrollment, reported on enrollment activity for Wintermester, Spring 2024, and Continuing Education Quarter 2.

He reported on the number of commencement degrees that will be awarded and Federal Application for Student Aid opening date.

9.B. NOTIFICATION OF BOARD MEMBER TRAVEL TO ASSOCIATION OF COMMUNITY COLLEGE TRUSTEES (ACCT) 2024 NATIONAL LEGISLATIVE SUMMIT AND TEXAS ASSOCIATION OF

Dr. Ramirez reported that Mr. Rangel and Ms. Elizondo will be attending the ACCT National Legislative Summit and Ms. Benavides Garcia is attending the Board of Trustees Institute. She asked if anyone else is interested to notify the President’s Office.

**COMMUNITY COLLEGES
(TACC) TEXAS SUCCESS
CENTER BOARD OF
TRUSTEES INSTITUTE,
AS PER LAREDO
COLLEGE BOARD
POLICIES BBG(LOCAL):
BOARD MEMBERS,
COMPENSATION AND
EXPENSES, AND
BBH(LOCAL): BOARD
MEMBERS,
CONVENTIONS,
CONFERENCES, AND
WORKSHOPS – DR.
MINITA RAMÍREZ**

10. PRESIDENT’S REMARKS

**10.A. CAMPUS POLICE,
PERSONNEL, AND
TRAVEL REPORTS – DR.
MINITA RAMÍREZ**

Dr. Ramirez noted that the reports are in the Board’s meeting materials for their information. She reported on the SACSCOC conference she and several administrators attended. In addition, she attended the Texas A&M University – Kingsville graduation for Dr. Heriberto Hernandez’s graduation for his doctorate degree.

**10.B. PRESIDENT’S
REMARKS – DR. MINITA
RAMÍREZ**

Dr. Ramirez remarked on the following:

- In-service speaker
- Recognized the Student Life staff in helping promote student life activities
- Graduation and graduation fair
- LC Police Department and Laredo Police Department partnership for training student employees on the effects of drinking and driving
- Winter break

**11. NEXT MEETING DATE &
UPCOMING EVENTS:**

Friday, December 15, 2023, 1:30 p.m. – Fall Graduation

Monday, December 18, 2023, 10:00 a.m. – LC Regional Law Enforcement Graduation

Monday, December 18, 2023, 1:00 p.m. – Congressman Henry Cuellar Grant Announcement

December 21, 2023 – January 5, 2024 – LC Winter Holidays

Monday, January 8, 2024, 8:00 a.m. – LC In-Service

Monday, January 15, 2024 – Martin Luther King, Jr. Holiday

Thursday, January 18, 2024, 6:00 p.m. – Regular Board of Trustees Meeting

12. ADJOURNMENT

At 7.53 p.m., Mr. Delgado moved to adjourn the meeting. Ms. Leven-Ramos seconded the motion; motion carried.