



LAREDO COLLEGE DISTRICT

Laredo, Texas

The retreat of the Laredo College Board of Trustees convened on Saturday, March 4, 2023, beginning at 9:09 a.m. in the Yeary Library Room 222 located at the Fort McIntosh Campus.

ROLL CALL

MEMBERS PRESENT

Lupita Zepeda, President
Jorge “JD” Delgado, Vice President
Jackie Leven-Ramos, Secretary
Erica Benavides Garcia
Mercurio Martinez, Jr. (*left the meeting at 11:40 a.m.*)
Esteban Rangel (*arrived at 9:46 a.m.; left the meeting at 12:21 p.m.*)
Tita C. Vela (*arrived at 9:10 a.m.*)

OTHERS

Minita Ramirez, Ph.D.
Rusty Meurer
Jose A. Leyba, Ed.D.

MEMBERS ABSENT

Cindy Liendo
Karina “Kari” Elizondo

CALL TO ORDER

Ms. Zepeda called the meeting to order. Ms. Leven-Ramos called the roll and announced that a quorum of the members was present.

PUBLIC TESTIMONY

No one signed up for public testimony.

Ms. Zepeda acknowledged the presence of Ms. Vela.

INTRODUCTIONS

Dr. Jose A. Leyba, ACCT Consultant, introduced himself and provided his background.

REFRESHER: ROLES AND RESPONSIBILITIES

- ESTABLISHING NORMS: BOARD MEETINGS & WORK STUDY SESSIONS
- “THE SPEED OF TRUST”, STEPHEN COVEY JR.
- POLICY VS ADMINISTRATION
- THE ROLE OF THE BOARD CHAIR AS FACILITATOR
- ROLE OF THE BOARD SELF-ASSESSMENT

Dr. Leyba went over the following topics:

- the reason for the college’s mission, vision, goals, and data.
- essentials of good Board/CEO relations

Ms. Zepeda acknowledged the presence of Mr. Rangel.

- leadership transition
- Board/trustee roles and responsibilities – standards of good practice
- characteristics of an effective and efficient Board
- job description for the Board
- job description for individual trustees
- Board committees

REFRESHER:

- OPEN MEETINGS ACT HANDBOOK 2022, KEN PAXTON, TEXAS ATTORNEY GENERAL
- OPEN MEETINGS ACT/CLOSED MEETING (GUIDELINES), TEXAS ASSOCIATION OF SCHOOL BOARDS
- CONFIDENTIALITY

Dr. Leyba presented two case studies for the Board to analyze using the Texas Open Meetings Act and address the issues in the case studies.

Discussion followed on executive session meetings and confidentiality.

TRUSTEE SURVEY RESULTS
•PRIORITIES/THEMES
1. ENROLLMENT
2. FINANCES (REQUIRES A
SPECIAL STUDY
SESSION)
3. PROGRAMS
• ALIGNMENT WITH
COLLEGE GOALS

Dr. Leyba presented the top 3 priorities/themes the Board submitted from surveys along with other priorities/concerns.

PREFERRED
COMMUNICATION
PROTOCOLS BETWEEN:
• TRUSTEES AND
PRESIDENT
• BOARD CHAIR AND
PRESIDENT
• CHAIR TO TRUSTEES
• TRUSTEES TO CHAIR

Dr. Leyba discussed defining the Board – President relationship (expectations, relations).

A case study on Board communication with the media was discussed.

Dr. Leyba recommended three books on effective communication.

TRUSTEE ROLES IN
SUPPORTING COLLEGE
GOALS
• NEXT STEPS/ACTION
PLAN/FOLLOW UP

LUNCH BREAK

11:32 a.m. – 12:30 p.m.

Dr. Leyba briefly discussed Board self-assessment and President evaluation.

EXECUTIVE SESSION
DEFINING EXPECTATIONS &
PRESIDENT’S EVALUATION.
POSSIBLE CLOSED SESSION
PURSUANT TO TEXAS
GOVERNMENT CODE
SECTIONS 551.071 AND
551.074

At 12:32 p.m., Ms. Leven-Ramos moved to go into executive session regarding the President’s expectations and evaluation. Ms. Benavides Garcia seconded the motion. Mr. Meurer cited Sections 551.071 and 551.074 for closed session. Motion carried.

The Board reconvened to open session at 2:03 p.m. Ms. Zepeda noted that no action was taken during executive session.

ADJOURNMENT

At 2:04 p.m., Mr. Delgado moved to adjourn the meeting. Ms. Benavides Garcia seconded the motion; motion carried.