



LAREDO COLLEGE DISTRICT

Laredo, Texas

The regular meeting of the Laredo College Board of Trustees convened on Thursday, September 21, 2023, beginning at 6:19 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 Ms. Vela called roll.

MEMBERS PRESENT

Lupita Zepeda, President
Erica Benavides Garcia
Esteban Rangel
Karina "Kari" Elizondo
Tita C. Vela

OTHERS

Minita Ramirez, Ph.D.
Rusty Meurer
Juliana Kelley
Sam Tovar
David V. Arreazola, Ed.D.
Diana Y. Ortiz, Ph.D.
Federico Solis, Jr., Ed.D.
Jessica Treviño
Marisela Rodriguez Tijerina, Ed.D.
Priscilla Medina

MEMBERS ABSENT

Jorge "JD" Delgado, Vice President
Jackie Leven-Ramos, Secretary
Cindy Liendo
Mercurio Martinez, Jr.

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.

3. APPROVAL OF THE MINUTES OF THE PUBLIC HEARING AND REGULAR BOARD MEETING OF AUGUST 24, 2023

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

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 promotions for the month: Alyssa R. Arredondo, Administrative Assistant I Information Technology; Erika Valadez, Financial Aid Technician II; Itzamara Flores, Academic Advisor; Fatima Ibarra, Academic Advisor; Brenda E. Carmona, Director of Instructional Technology; Ester M. Elsik, Associate Director of Project Management; Juan F. Flores, Graphic Designer; Ricardo Limon, Assistant Director of Graphic Design; Hector Mares, Production Manager; Christian Ocampo, Public Relations Specialist; Jacqueline K. Patiño, Career Navigator (South); Eduardo Rangel, Student Services & Records Specialist; Joanna Santillana, Assistant Director of Public Relations/Social Media; Melissa Santos Dominguez, Workforce Development Coordinator; Eliud Valdez, Assistant Director of Physical Plant; Manuel Valdez, Assistant Director of Physical Plant; Joya Vidaurri, Assistant Director of Human Resources; Gabriela Guevara, Administrative Assistant II Finance and Administration; and Casandra R. Salinas, Safety and Risk Manager.

6. FACULTY SENATE REPORT – MRS. JULIANA KELLEY

Mrs. Juliana Kelley, Faculty Senate President, thanked the Board for the pay raise employees received. She introduced the senate officers: Victoria Rodriguez, Vice President, and Bryant de Jesus, secretary. Mrs. Kelley reported on open education resources and gave an update on eight-week courses.

7. CLASSIFIED STAFF COUNCIL REPORT – MR. SAM TOVAR

The Classified Staff Council officers introduced themselves: Sam Tovar, President; Claudia Tovar, Vice President; Angelita Nunez, treasurer; and Rosario Dominguez, sergeant at arms.

8. CONSENT AGENDA

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

- Agenda Item 8.A. – August 2023 Preliminary Financial Report
- Agenda Item 8.B. – Ratification of Purchase of Equipment for the Academic Innovation and Technology Center
- Agenda Item 8.C. – Approval of Contract with Records Consultants, Inc (RCI) for College-Wide Physical Fixed Asset Inventory Services
- Agenda Item 8.D. – Approval of Amendment to Building Lease Agreement with Association of Logistics and Forwarding Agents, Inc. (ALFA)
- Agenda Item 8.E. – Approval of Emergency Phone Repairs at Laredo College Fort McIntosh Campus
- Agenda Item 8.F. – Approval of Purchase of EditShare Storage Appliance for Media Center
- Agenda Item 8.G. – Approval of Budgeted Cash Matching Funds Required for a Grant Application

Ms. Elizondo seconded the motion; motion carried.

9. DISCUSSION AND POSSIBLE ACTION

9.A. PROPOSAL FOR APPROVAL OF EMPLOYEE COMPENSATION DURING EMERGENCY CLOSINGS AS PER LAREDO COLLEGE POLICY DEA(LOCAL): COMPENSATION AND BENEFITS – SALARIES AND WAGES – DR. MINITA RAMÍREZ

Dr. Ramírez noted that as per Laredo College Policy DEA(LOCAL), recommended that the Board approve pay for employees when the college closed for inclement weather and a safety threat. Mr. Rangel moved to approve paying employees. Ms. Benavides Garcia seconded the motion. Discussion followed. Mr. Rangel called for the question. Motion carried.

9.B. ADOPTION OF RESOLUTION APPROVING LAREDO COLLEGE DISTRICT BOARD NOMINEES OF CANDIDATES FOR THE WEBB COUNTY APPRAISAL DISTRICT BOARD OF DIRECTORS – MS. LUPITA ZEPEDA/DR. MINITA RAMÍREZ

Dr. Ramírez noted that Laredo College received a letter from the Webb County Appraisal District seeking LC candidate nominations to the Webb County Appraisal District Board of Directors. She answered questions from the Board. Ms. Zepeda indicated that Ms. Elizondo and Mr. Delgado are interested in being nominated. Mr. Rangel moved to nominate Ms. Elizondo as LC’s nominee. Ms. Elizondo seconded the motion; motion carried.

9.C. TASB BOARD POLICY UPDATE 45: REVIEW UPDATED LEGAL POLICIES AND ACT ON LOCAL POLICIES (SEE LIST BELOW) – DR. DAVID V. ARREAZOLA

Dr. David V. Arreazola, Vice President of Compliance and Risk Management, went over TASB’s revision recommendations to the following policies in order to be compliant with legal requirements.

POLICY	ACTION
CDB(LOCAL): ACCOUNTING - INVENTORIES	ADD
CT(LOCAL): INTELLECTUAL PROPERTY	REPLACE
DEA(LOCAL): COMPENSATION AND BENEFITS - COMPENSATION PLAN	REPLACE
DEAA(LOCAL): COMPENSATION PLAN - INCENTIVES AND STIPENDS	ADD
DEAB(LOCAL): COMPENSATION PLAN - WAGE AND HOUR LAWS	ADD

Mr. Rangel moved to adopt the revisions to the LOCAL policies presented. Ms. Benavides Garcia seconded the motion; motion carried.

9.D. RENAMING THE MARY ALICE LOPEZ BUILDING NAME TO P-1 AND RELOCATING MARY ALICE LOPEZ NAME TO THE COLLEGE OF HEALTH SCIENCES BUILDING AS PER LAREDO COLLEGE POLICY CLA(LOCAL): FACILITIES PLANNING-FACILITIES STANDARDS
– DR. DIANA Y. ORTIZ

Dr. Diana Y. Ortiz, Vice President of Institutional Advancement, asked the Board to approve the temporary renaming of the Mary Alice Lopez Building name to P-1 and relocating the Mary Alice Lopez name to the nursing wing currently located on the second floor of the College of Health Sciences Building at LC South campus. Mr. Rangel moved to approve. Ms. Elizondo seconded the motion; motion carried.

10. INFORMATION ITEMS

10.A. ENROLLMENT REPORT – DR. FRED SOLIS/MS. JESSICA TREVIÑO

Dr. Fred Solis, Vice President of Student Success and Enrollment, provided enrollment numbers for continuing education courses and Fall credit courses.

Ms. Jessica Treviño, Associate Vice President of Enrollment Management, reported on a pilot program targeted at reducing student drops for non-payment. She answered questions from the Board.

Dr. Marisela Rodriguez Tijerina, Provost/Vice President of Academic Affairs, reported on open education resources.

Ms. Treviño announced wintermester and spring registration dates and fall commencement date.

10.B. FALL FEST 2023 – MS. PRISCILLA MEDINA/DR. DIANA Y. ORTIZ

Dr. Ortiz announced that Laredo College has received a two-year sponsorship commitment from Falcon Bank for LC Fall Fest for a total of \$35,000. Dr. Ramirez announced a press conference with Falcon Bank is scheduled for Tuesday at 9:00 a.m. at LC South College of Health Sciences Building Room 118.

Ms. Priscilla Medina, Dean of LC South, announced the Fall Fest activities.

11. EXECUTIVE SESSION

At 7:20 p.m., Mr. Rangel moved to go into executive session on the following items:

Agenda Item 11.A. – Due Process Termination Hearing Filed by a Laredo College Exempt Staff Member in Response to Recommendation for Termination as per Board Policy DMAA(LOCAL): TERM CONTRACT-TERMINATION MID-CONTRACT. Closed Session Pursuant to Texas Government Code Sections 551.071 and 551.074

Agenda Item 11.B. – Laredo College Exempt Staff Member Grievance Hearing Arising from the Appeal of Investigation Conducted Under Board Policy DIAB(LOCAL): FREEDOM FROM DISCRIMINATION, HARASSMENT, AND RETALIATION-OTHER PROTECTED CHARACTERISTICS. Closed Session Pursuant to Texas Government Code Sections 551.071 and 551.074

Ms. Benavides Garcia seconded the motion; motion carried.

The Board reconvened to open session at 7:42 p.m. Ms. Zepeda noted that no action was taken during executive session and will take appropriate action on items necessary as discussed in closed session.

12. DISCUSSION AND POSSIBLE ACTION

**12.A. TERMINATION OF
LAREDO COLLEGE
EXEMPT STAFF MEMBER
AFTER DUE PROCESS
HEARING**

Mr. Rangel moved to defer this item. Ms. Vela seconded the motion; motion failed. Ms. Elizondo noted for the record that she voted against because every employee has a right to due process. Discussion followed. Mr. Rangel moved to defer this item. Ms. Vela seconded the motion; motion carried. Mr. Rusty Meurer, College Attorney, noted that no hearing took place in executive session.

**12.B. CONSIDER
GRIEVANCE ARISING
FROM THE APPEAL OF
INVESTIGATION
CONDUCTED UNDER
BOARD POLICY
DIAB(LOCAL); FREEDOM
FROM DISCRIMINATION,
HARASSMENT, AND
RETALIATION-OTHER
PROTECTED
CHARACTERISTICS**

Mr. Rangel moved to defer this item. Ms. Benavides Garcia seconded the motion; motion carried.

13. PRESIDENT'S REMARKS

**13.A. CAMPUS POLICE,
PERSONNEL, TRAVEL,
AND TITLE IX REPORTS**
– DR. MINITA RAMÍREZ

Dr. Ramirez indicated that the reports were provided in the meeting materials that the Board received.

**13.B. PRESIDENT'S
REMARKS – DR. MINITA
RAMÍREZ**

Dr. Ramirez remarked on the following:

- Laredo Economic Development Pathways conference
- Fiscal Operations Report and Application to Participate (FISAP) report
- LC fundraiser golf tournament scheduled for December 9th at Casa Balance Golf Course
- Fall Fest press conference
- 2nd start term
- PNC rededication of Private David B. Barkley memorial statues
- October 18th regular Board meeting
- Upcoming travels
- Recent campus threat and Campus Shield app

14. NEXT MEETING DATE:

Wednesday, October 18, 2023, 6:00 p.m. – Regular Board of Trustees Meeting

15. ADJOURNMENT

At 7:58 p.m., Mr. Rangel moved to adjourn the meeting. Ms. Elizondo seconded the motion; motion carried.