



LAREDO COLLEGE DISTRICT

Laredo, Texas

The regular monthly meeting of the Laredo College Board of Trustees convened on Thursday, April 25, 2024, 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.

1. CALL TO ORDER

Ms. Zepeda called the meeting to order.

2. ROLL CALL

Ms. Leven-Ramos called roll.

MEMBERS PRESENT

Lupita Zepeda, President

Jorge "JD" Delgado, Vice President

Jackie Leven-Ramos, Secretary
(left the meeting at 9:21 p.m.)

Erica Benavides Garcia

Cindy Liendo

Mercurio Martinez, Jr.

Esteban Rangel

Karina "Kari" Elizondo (left the meeting after executive session)

Ernestina "Tita" Cantu Vela

MEMBERS ABSENT

—

OTHERS

Minita Ramirez, Ph.D.

Rusty Meurer

Guillermo Garcia

Juliana Kelley

David V. Arreazola, Ed.D.

Veronica Cardenas

Rene Montemayor

Julio Reyes

Albert Chavez

Maria Luisa Ramirez

Gabriel E. Martinez

Horacio Salinas, Ph.D.

Federico Solis, Jr., Ed.D.

Jessica Trevino

Diana Y. Ortiz, Ph.D.

Ivan Cano

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 REGULAR BOARD MEETING OF MARCH 28, 2024

Mr. Martinez moved to approve the minutes as presented. The motion was seconded by Mr. Rangel and Mr. Delgado; 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: Luis Martinez, Criminal Justice Instructor; Izela M. Mora, Off Site & Distance Learning Coordinator; Jesus E. Sanchez, Journeyman Electrician; and Liliana Gutierrez, Instructional Technology Specialist.

6. BOARD COMMITTEE REPORTS

**6.A. PROGRAM/POLICY
COMMITTEE MEETING
REPORT – MS. JACKIE
LEVEN-RAMOS**

Ms. Leven-Ramos deferred this item to discuss under the Consent Agenda Item 8.E. - Approve Modifications to the Following Laredo College Board Policies

CJ(LOCAL): TRANSPORTATION MANAGEMENT

DEAB(LOCAL): COMPENSATION PLAN- WAGE AND HOUR LAWS

**6.B. FINANCE & AUDIT
COMMITTEE MEETING
REPORT – MR. JORGE
“JD” DELGADO**

Mr. Delgado provided a recap of the April 25, 2024 Finance & Audit Committee meeting. He noted that the check presentation for Agenda Item 8.H.- Ratification of Monetary Donation by Lic. Eduardo Garza/Uni-Trade Forwarding LC to Create an Endowment and Corpus Matched as Requested by the Donor and Recommended by the Office of Donor Relations has been postponed to a later date.

7. FACULTY SENATE REPORT – MRS. JULIANA KELLEY

Mrs. Juliana Kelley, Faculty Senate President, provided an update on the Faculty Senate election and highlighted the English, Languages, & Cultural Studies Department and the Computer Science & Technology Department.

8. CONSENT AGENDA

Ms. Leven-Ramos moved to remove Agenda Item 8.E. – Approve Modifications to the Following Laredo College Board Policies

CJ(LOCAL): TRANSPORTATION MANAGEMENT

DEAB(LOCAL): COMPENSATION PLAN- WAGE AND HOUR LAWS
from Consent Agenda and discuss further.

Mr. Delgado seconded the motion; motion carried.

Ms. Liendo moved to approve all of the following items under Consent Agenda.

- Agenda Item 8.A. – March 2024 Financial Report
- Agenda Item 8.B. – Approval of February 2024 Quarterly Investment Report
- Agenda Item 8.C. – Approval for the Purchase of Audio Visual Equipment
- Agenda Item 8.D. – Approval of Contracts for Temporary Staffing
- Agenda Item 8.F. – Approval of IME Becas Scholarship Matching Fund Increase as Per Donor Request
- Agenda Item 8.G. – Approval of Budgeted Cash Matching Funds Required for the 2024 Texas Workforce Commission Jobs and Education for Texans (JET) Grant Application to be Submitted on Behalf of Laredo College by the Grants Department
- Agenda Item 8.H. – Ratification of Monetary Donation by Lic. Eduardo Garza/Uni-Trade Forwarding LC to Create an Endowment and Corpus Matched as Requested by the Donor and Recommended by the Office of Donor Relations

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

**8.E. APPROVE
MODIFICATIONS TO THE
FOLLOWING LAREDO
COLLEGE BOARD
POLICIES**

CJ(LOCAL):

**TRANSPORTATION
MANAGEMENT**

DEAB(LOCAL):

**COMPENSATION PLAN-
WAGE AND HOUR LAWS –**

DR. DAVID V.

ARREAZOLA/MS.

VERONICA CARDENAS

Dr. David V. Arreazola, Vice President of Compliance and Risk Management, presented the modifications to CJ(LOCAL) policy. Discussion followed.

Ms. Veronica Cardenas, Senior Director of Human Resources, presented the modifications to DEAB(LOCAL) policy.

Ms. Leven-Ramos moved to approve the modifications to CJ(LOCAL) with a revision of driver eligibility to be reviewed annually instead of every two years and to approve the modifications to DEAB(LOCAL). Mr. Delgado and Mr. Rangel seconded the motion; motion carried. Ms. Elizondo was not present for the vote.

9. INFORMATION ITEMS

**9.A. STATUS OF EFFORTS
TO COLLECT CURRENT
YEAR DELINQUENT
PROPERTY TAXES – MR.**

RUSTY MEURER

Mr. Rusty Meurer, College Attorney, reported on Laredo College tax collection rates and trends.

**9.B. HISPANIC
ASSOCIATION OF
COLLEGES AND
UNIVERSITIES (HACU)**

Mr. Rene Montemayor, English, Languages, and Cultural Studies Department Chair, and Mr. Julio Reyes, Director of Recruitment and Dual Enrollment, provided information on the Hispanic Association of

29TH ANNUAL CAPITOL FORUM – MR. RENE MONTEMAYOR/MR. JULIO REYES

Colleges and Universities (HACU) Enlace Mid-Level Leadership Program and the 2024 Capital Forum and the upcoming HACU International Conference.

9.C. ELLUCIAN LIVE CONFERENCE 2024 – MR. ALBERT CHAVEZ/DR. HORACIO SALINAS/MS. MARIA LUISA RAMIREZ/MR. GABRIEL E. MARTINEZ

Mr. Albert Chavez, Associate Vice President of Information Technology, Ms. Maria Luisa Ramirez, Institutional Research and Planning Director, Dr. Horacio Salinas, Dean of Arts and Sciences, and Mr. Gabriel E. Martinez, Administrative Systems Manager, provided a recap of the Ellucian Live conference that was attended.

9.D. STUDENT SUCCESS REPORT – DR. FRED SOLIS/MS. JESSICA TREVIÑO

Dr. Fred Solis, Vice President of Student Success & Enrollment, provided the enrollment status and enrollment comparisons for credit and non-credit courses.

Ms. Jessica Treviño, Associate Vice President of Enrollment Management, provided a financial aid update and commencement information.

9.E. PRESENTATION OF VIEWPOINT COMMERCIAL – DR. DIANA Y. ORTIZ

Dr. Diana Y. Ortiz, Vice President of Institutional Advancement, presented Viewpoint's LC commercial.

9.F. NOTIFICATION OF THE SERVING OF ALCOHOLIC BEVERAGES AT THE PRIVATE DAVID B. BARKELEY CANTU MEMORIAL CHAPEL OR THE COMMANDER'S HOME (P-9) FOR A PRIVATE EVENT AS PER LAREDO COLLEGE BOARD POLICY GDA(LOCAL): COMMUNITY EXPRESSION AND USE OF COLLEGE FACILITIES-CONDUCT ON COLLEGE DISTRICT PREMISES – DR. DIANA Y. ORTIZ

Dr. Ortiz notified the Board that alcoholic beverages will be served at a private event at the Private David B. Barkeley Cantu Memorial Chapel on May 15th.

9.G. FOREIGN TRADE ZONE DESIGNATION REQUEST – DR. MINITA RAMIREZ

Dr. Ramirez informed the Board that Eduardo E Lozano & Co. Inc. (dba EELCO) requested support from Laredo College for the establishment of a foreign trade zone designation at 5241 Fatima Drive, Laredo, TX. A copy of Laredo College's letter of concurrence was provided to the Board.

10. EXECUTIVE SESSION

Mr. Delgado moved to table indefinitely Agenda Item 10.C. – Closed Session Discussion with the College District Attorney Pursuant to Texas Government Code Sections 551.071 and 5510.74 to Receive Legal Advice Concerning a Level III Grievance Filed by a Former Laredo College Exempt Employee as per Board Policy DGBA(LOCAL): PERSONNEL-MANAGEMENT RELATIONS - EMPLOYEE GRIEVANCES. Mr. Rangel seconded the motion; motion carried.

At 7:49 p.m., Mr. Rangel moved to go into executive session on the following items:

- Agenda Item 10.A. – 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
- Agenda Item 10.B. – Closed Session Discussion Pursuant to Texas Government Code Sections 551.071 and 551.074 to Discuss Recommendation for the Non-Renewal of

Employment Contracts of Laredo College Employees Under Board Policy DMAB(LOCAL): TERM CONTRACTS – NONRENEWAL, and Related Legal Issues

- Agenda Item 10.D. – Closed Session Discussion with Laredo College District Attorney Pursuant to Texas Government Code Section 551.071 to Receive Legal Advice Concerning the Use of the Laredo College Logo and Other Trademarks, as per Board of Trustees Policy CT(LOCAL): Intellectual Property

Mr. Delgado seconded the motion; motion carried.

The Board reconvened to open session at 9:19 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.

11. DISCUSSION AND POSSIBLE ACTION

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

Mr. Delgado moved to approve the proposed reorganization with the modifications as discussed in executive session. Mr. Rangel seconded the motion; motion carried. Ms. Vela was not present for the vote.

11.B. NON-RENEWAL OF EMPLOYMENT CONTRACTS OF LAREDO COLLEGE EMPLOYEES

Mr. Meurer recommended a motion to approve the recommendation of non-renewal of employment contract. Mr. Rangel so moved. Mr. Delgado seconded the motion; motion carried. Ms. Vela was not present for the vote.

11.C. LEVEL III GRIEVANCE FILED BY A FORMER LAREDO COLLEGE EXEMPT EMPLOYEE AS PER BOARD POLICY DGBA(LOCAL): PERSONNEL-MANAGEMENT RELATIONS - EMPLOYEE GRIEVANCES. AFTER THE GRIEVANCE, THE BOARD WILL MEET IN CLOSED SESSION PURSUANT TO TEXAS GOVERNMENT CODE SECTIONS 551.071 AND 5510.74 FOR DELIBERATIONS

Mr. Rangel moved to table indefinitely. Ms. Benavides Garcia seconded the motion; motion carried.

Ms. Leven-Ramos left the meeting.

11.D. USE OF THE LAREDO COLLEGE LOGO AND OTHER TRADEMARKS, AS PER BOARD OF TRUSTEES POLICY CT(LOCAL): INTELLECTUAL PROPERTY

No action was taken on this item.

11.E. CONSENT FOR THE SALE OF PROPERTY HELD BY A TAXING ENTITY AS TRUSTEE, PURSUANT TEXAS PROPERTY TAX CODE SECTION 34.05 – MR. RUSTY MEURER

Mr. Meurer and Mr. Guillermo Garcia, College Attorney, provided information on the property. Mr. Delgado moved to approve. Mr. Rangel seconded the motion; motion carried.

12. PRESIDENT'S REMARKS

12.A. CAMPUS POLICE, PERSONNEL, AND

The reports were provided in the Board meeting materials.

**TRAVEL REPORTS – DR.
MINITA RAMÍREZ**

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

Dr. Ramírez announced that LC's Esports Valorant team just won the National Junior College Athletic Association Esports (NJCAA) National Valorant Tournament championship. Mr. Ivan Cano, Director of Recreational and Esports, introduced the team members - Jonathan Nieto, Eduardo Garza, Daniel Alcorta, Emiliano Godina, & Hector Rico and individuals who assisted the team - Rick Cruz and Daniel Pescador.

Dr. Ramírez remarked on the following:

- LC International Car Show sponsored by Gonzalez Auto Parts
- Job fair in partnership with the City of Laredo and Workforce Solutions of South Texas
- Administrative Assistants week
- Calendar of LC events was provided
- Excelencia Conference
- Budget Workshop – June 20th
- Board Retreat – June 22nd

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

Thursday, May 30, 2024, 6:00 p.m. – Regular Board of Trustees Meeting

14. ADJOURNMENT

At 9:46 p.m., Mr. Rangel moved to adjourn the meeting. Mr. Delgado seconded the motion; motion carried.