



LAREDO COLLEGE DISTRICT
Laredo, Texas

The public hearing on the proposed fiscal year 2025 budget of the Laredo College Board of Trustees convened on Thursday, August 22, 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 convened the public hearing.

2. ROLL CALL

Ms. Leven-Ramos called roll.

MEMBERS PRESENT

Lupita Zepeda, President

Jorge "JD" Delgado, Vice
President

Jackie Leven-Ramos, Secretary

Cindy Liendo

Mercurio Martinez, Jr.

Esteban Rangel (*participated via Zoom*)

OTHERS

Minita Ramirez, Ph.D.

Rusty Meurer (*participated via Zoom*)

Sergio A. Rodriguez

MEMBERS ABSENT

Erica Benavides Garcia

Karina "Kari" Elizondo

Ernestina "Tita" Cantu Vela

3. PUBLIC HEARING ON PROPOSED FISCAL YEAR 2025 BUDGET – MR. CESAR VELA

Ms. Zepeda presided as Chair of the public hearing. She announced that anyone wanting to express their views on the proposed fiscal year 2025 budget may approach the podium.

There being no speakers, Ms. Zepeda indicated that the public hearing was concluded.

4. ADJOURNMENT

At 6:03 p.m., Ms. Leven-Ramos moved to close the public hearing. Mr. Delgado seconded the motion; motion carried.

The regular monthly meeting of the Laredo College Board of Trustees convened immediately following the public hearing on the proposed FY 2025 budget 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
Erica Benavides Garcia
Cindy Liendo
Mercurio Martinez, Jr.
Esteban Rangel (*participated via Zoom*)

MEMBERS ABSENT

Karina “Kari” Elizondo
Ernestina “Tita” Cantu Vela

OTHERS

Minita Ramirez, Ph.D.
Rusty Meurer (*participated via Zoom*)
Sergio A. Rodriquez
Esmeralda Vargas, D.P.T.
Marisela Rodriguez Tijerina, Ed.D.
Federico Solis, Jr., Ed.D.
Pedro Rivera
Gilberto Martinez, Ed.D.
David V. Arreazola, Ed.D.
Cesar E. Vela, Jr.
Patricia Barrera

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 MONTHLY BOARD MEETING OF JULY 25, 2024 AND SPECIAL BOARD MEETING OF AUGUST 6, 2024

Mr. Martinez moved to approve the minutes as presented. The motion was seconded by Ms. Leven-Ramos; motion carried (Mr. Rangel was not present for the vote).

4. PUBLIC TESTIMONY

No one signed up for public testimony.

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

5.A. DIVISION OF HEALTH SCIENCES LICENSURE PASS RATES UPDATES FOR PHYSICAL THERAPIST ASSISTANT, ASSOCIATE DEGREE IN NURSING, AND VOCATIONAL NURSING PROGRAMS – DR.

MARISELA RODRIGUEZ
TIJERINA/DR. ESMERALDA
VARGAS

Dr. Esmeralda Vargas, Interim Dean of Health Sciences, reported on the licensure passing rates for Physical Therapist Assistant, Associate Degree in Nursing, and Vocational Nursing programs. She recognized the faculty in each of the programs for their commitment and work.

5.B. DIVISION OF ACADEMIC INNOVATION AND TECHNOLOGY RECOGNITIONS – DR.

ELIZABETH RODRIGUEZ

Dr. Marisela Rodriguez Tijerina, Provost/Vice President of Academic Affairs, on behalf of Dr. Elizabeth Rodriguez, provided information on the following webinars/conferences and the individual's presentation.

- **QM WEBINAR –
SUPPORT STUDENT
SUCCESS WITH QM
STANDARDS & TEXT-
TO-SPEECH
TECHNOLOGY,
PRESENTED BY:
BEATRIZ FLORES
MARTINEZ ON AUGUST
8TH, 2024**
- **QM CONNECT
CONFERENCE –
PREVENTING A
DOMINO EFFECT –
GRASPING
ALIGNMENT,
SUBMITTED AND WILL
BE PRESENTED BY
ANNA GONZALEZ FOR
NOVEMBER 3RD, 2024
CONFERENCE**

- Quality Matters (QM) webinar which Ms. Beatriz Flores Martinez made a presentation on supporting student success and text-to-speech technology.
- QM Connect Conference which Ms. Anna Gonzalez's proposal on preventing a domino effect – grasping alignment will be presented.

• **IWCA INTERNATIONAL
WRITING CENTERS
ASSOCIATION –
EMPOWERING OUR
WRITERS: ENHANCING
COMMUNICATION,
CULTIVATING
INDEPENDENCE,
SUBMITTED AND
PRESENTED BY:
MARIA PARTIDA IWCA
2024 ONLINE
CONFERENCE**

- The IWCA Association conference which Ms. Maria Partida’s proposal on empowering writers was accepted for the 2024 IWCA online conference.

**5.C. LAREDO COLLEGE
STUDENT ORIENTATIONS**
– DR. FRED SOLIS

Dr. Fred Solis, Vice President for Student Success and Enrollment, provided information on the student orientations that took place during the summer. Mr. Pedro Rivera, Director of Student Life, introduced the student orientation leaders who assisted with the orientations: Mariana Rodriguez, Assistant Director of Student Life; Raymundo Gonzalez; Lindsey M. Ballesteros; Arnold Benavides; Ana Gisela Perez Aleman; Darely Salinas; Barbara Luna; Joyce Gonzalez; Lauro Esquivel; and Zaydee Lopez.

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

Dr. Minita Ramirez, President, announced the new hires and personnel actions for the month: Naomi Murillo, Instructional Assistant-Cosmetology; Miriam Hinojosa, Workforce Education Coordinator; Marisa Parra, Intervention Specialist; Salvador Sciaraffa III, Assistant Director of Event Services; Jackie L. Alvarado, Associate Degree Nursing Instructor; Abril A. Campos, Teacher Assistant (South); Dr. Gabriela Diaz, Spanish/ESOL Instructor; Nelsa Liendo, Psychology Instructor; Ruby Linares, Teacher Assistant (South); Carlos A. Palacios, English Instructor; Mariana Rodriguez, Assistant Director of Student Life; David A. Ruiz, Biology Instructor; Jessica Dominguez, Academic Advisor; Maricela Villalobos, Administrative Assistant I Dean of Health Sciences; and Francisco E. Zamora.

6. FACULTY SENATE REPORT – DR. GILBERTO MARTINEZ

Dr. Gilberto Martinez, Faculty Senate President, reported on:

- Revising faculty titles
- Adding another officer position to the Senate
- Faculty mixer

7. STAFF SENATE REPORT – MR. SAM TOVAR

No report.

8. INFORMATION ITEMS

**8.A. FOREIGN TRADE
ZONE DESIGNATION
REQUEST** – DR. MINITA
RAMÍREZ

Dr. Ramirez informed the Board that LOPEZADRI FORWARDING, LLC, requested support from Laredo College for the establishment of a foreign trade zone designation located at 22401 Mines Road, Laredo, TX 78045. A copy of Laredo College’s letter of concurrence was provided to the Board.

**8.B. WEBB COUNTY
APPRAISAL DISTRICT
2025-2026
REAPPRAISAL PLAN** –
DR. MINITA RAMÍREZ

Dr. Ramirez informed the Board that the Webb County Appraisal District 2025-2026 reappraisal plan is available on their website.

**8.C. SOUTHERN
ASSOCIATION OF
COLLEGES AND
SCHOOLS COMMISSION
ON COLLEGES LIAISON**

Dr. David V. Arreazola, Vice President for Compliance and Risk Management, informed the Board about LC’s SACSCOC liaison, Dr. Geoffrey C. Klein’s, recent visit which included information on the fifth-year interim review process and the timeline.

9. BOARD COMMITTEE REPORTS

**9.A. STUDENT SUCCESS
COMMITTEE MEETING
REPORT – MS. ERICA
BENAVIDES GARCIA**

Ms. Benavides Garcia provided a summary of the Student Success committee meeting held on August 19th.

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

Mr. Delgado provided a summary of the Finance & Audit committee meeting held on August 20th.

10. CONSENT AGENDA

Ms. Leven-Ramos moved to approve all of the following items under Consent Agenda.

- Agenda Item 10.A. – July 2024 Financial Report
- Agenda Item 10.B. – Approval for the Annual Subscription for the Library SirsiDynix Enterprise System
- Agenda Item 10.C. – Ratification of Emergency Repair for Lerma Pena Chill Water Line
- Agenda Item 10.D. – Student Success Report Card
- Agenda Item 10.E. – Approval of Renewal of Laredo College Property Insurance

Mr. Delgado seconded the motion; motion carried.

11. DISCUSSION AND POSSIBLE ACTION

**11.A. APPROVE
CERTIFICATION OF THE
CORRECTED 2024 TAX
ROLL – MR. CESAR
VELA/MS. PATRICIA
BARRERA**

Mr. Cesar Vela, Vice President of Finance and Administration, noted that the Board approved the certification of the 2024 tax roll but has received a corrected 2024 tax roll for approval. Ms. Patricia Barrera, Webb County Tax Assessor-Collector, went over the corrected calculations. Mr. Martinez moved to approve the certification of the corrected 2024 tax roll. Ms. Leven-Ramos seconded the motion. A record vote was taken.

APPROVED
Cindy Liendo
Lupita Zepeda
Erica Benavides Garcia
Mercurio Martinez, Jr.

Jackie Leven-Ramos
Jorge “JD” Delgado
Esteban Rangel

NOT APPROVED
—

PRESENT and not voting
—

ABSENT
Karina Elizondo
Ernestina “Tita” Cantu Vela

Motion carried.

**11.B. FISCAL YEAR 2025
BUDGET AND 2024
PROPERTY TAX RATE –
MR. CESAR VELA
11.B.1. RESOLUTION
ADOPTING FY 2025
BUDGET**

Mr. Vela presented the budget planning factors, general operating revenue, general operating expenditures, tax rate, and the annual operating budget.

Mr. Vela read the resolution adopting the FY 2025 budget.

*Resolution Adopting Budget for
Fiscal Year 2025*

WHEREAS, each year the Board of Trustees of the Laredo College District is required to have a budget prepared, showing the estimated revenue and proposed expenditures for the succeeding school year, and to cause the same to be filed in

accordance with the rules and regulations prescribed by the Texas Higher Education Board; and

WHEREAS, such a budget has been prepared and the public has been given notice that such budget would be presented for discussion and adoption on August 22, 2024, at the time and place specified in such notice; and

WHEREAS, such budget has been discussed and a majority of the Board of Trustees wish to adopt same for Fiscal Year 2025;

BE IT RESOLVED THEREFORE, that such budget be adopted and same is hereby adopted in all things.

Adopted on this 22nd day of August, 2024, by the Board of Trustees.

Ms. Liendo moved to approve the resolution to adopt the fiscal year 2025 budget which was read into the record. Mr. Martinez and Mr. Delgado seconded the motion. A record vote was taken.

APPROVED

Cindy Liendo
Lupita Zepeda
Erica Benavides Garcia
Mercurio Martinez, Jr.

Jackie Leven-Ramos
Jorge "JD" Delgado
Esteban Rangel

NOT APPROVED

—

PRESENT and not voting

—

ABSENT

Karina Elizondo
Ernestina "Tita" Cantu Vela

Motion carried.

Mr. Vela read the resolution adopting the 2024 property tax rate.

**11.B.2. RESOLUTION
ADOPTING 2024
PROPERTY TAX RATE**

*Resolution of Laredo College District Board
of Trustees Adopting Tax Rate for
Fiscal Year 2025*

WHEREAS, the Board of Trustees of the Laredo College District, in order to levy ad valorem taxes, is required to set and establish a tax rate each year;

WHEREAS, said Board of Trustees conducted a public hearing on August 22, 2024, on the property tax rate in accordance with the requirements of the Texas Code; and

WHEREAS, such Board of Trustees has considered this matter and desires to set the 2024 property tax rate;

BE IT RESOLVED, THEREFORE, that on August 22, 2024, the 2024 property tax rate be, and the same is hereby set at \$0.242418 per \$100.00 valuation of taxable property, of which \$0.197515 shall be for maintenance and operations and \$0.044903 shall be for debt retirement.

Such taxes are to be assessed and collected by the tax officials designated by Laredo College.

Adopted on this 22nd day of August, 2024, by the Board of Trustees.

Ms. Leven-Ramos moved that the "Laredo College Board of Trustees adopt a property tax rate set at \$0.242418 per \$100.00 valuation of taxable property, of which \$0.197515 shall be for maintenance and operations and \$0.044903 shall be for debt retirement. As part of my motion, I ask that the Board approve the resolution to adopt the 2024 property tax rate which was read into the record". Mr. Martinez seconded the motion. A record vote was taken.

APPROVED
Cindy Liendo
Lupita Zepeda
Erica Benavides Garcia
Mercurio Martinez, Jr.

Jackie Leven-Ramos
Jorge "JD" Delgado
Esteban Rangel

NOT APPROVED
—

PRESENT and not voting
—

ABSENT
Karina Elizondo
Ernestina "Tita" Cantu Vela

**11.B.3. RESOLUTION
AUTHORIZING
COLLECTION OF
GENERAL USE FEE AND
EXPENDITURE OF
FUNDS FOR FISCAL
YEAR 2025**

Motion carried.

Mr. Vela read the resolution authorizing the collection of the general use fee and expenditure of funds for fiscal year 2025.

*Resolution Authorizing Collection of
"General Use Fee" and Expenditure of Funds
for Fiscal Year 2025*

WHEREAS, the Board of Trustees of the Laredo College District is authorized to fix and collect tuition and fees from students for the use of its property, buildings, and facilities; and

WHEREAS, such Board of Trustees has deemed it necessary and advisable to collect a "General Use Fee" from students for the use of its property, buildings and facilities and to apply such proceeds to the payment of principal and interest of certain revenue bonds issued and sold in 2015, 2016, 2017 and 2020 for expenses generally associated with construction, reconstruction, remodeling, and repair of its property, buildings, and facilities; and

WHEREAS, such Board of Trustees has determined that such "General Use Fee" should be set at \$50.00 per semester credit hour for Fiscal Year 2025, to be used as follows:

- 1. Approximately \$4,326,981.00 for revenue bond debt service;*
- 2. Approximately \$1,000,000.00 to be retained as general revenue for expenses related to physical plant operations and maintenance;*
- 3. The balance for payment of construction, reconstruction, remodeling, and repair of property, buildings, and facilities;*

BE IT RESOLVED THEREFORE, that a "General Use Fee" be collected from students at the time of registration, in the amount of \$50.00 per semester credit hour for Fiscal Year 2025.

Adopted on this 22nd day of August, 2024, by the Board of Trustees.

Ms. Benavides-Garcia moved "that the Laredo College Board of Trustees approve and adopt the resolution authorizing the collection of a general use fee set at \$50.00 per semester credit hour for fiscal year 2025 and the expenditure of funds for fiscal year 2025 as itemized in the resolution which was read into the record". Mr. Martinez seconded the motion. A record vote was taken.

APPROVED
Cindy Liendo
Lupita Zepeda
Erica Benavides Garcia
Mercurio Martinez, Jr.

Jackie Leven-Ramos
Jorge "JD" Delgado
Esteban Rangel

NOT APPROVED
—

PRESENT and not voting
—

ABSENT
Karina Elizondo
Ernestina "Tita" Cantu Vela

Motion carried.

**11.C.RESOLUTION TO
APPROVE TRANSFER OF
30% ANNUAL GENERAL
OPERATING FUND
SAVINGS TO PHYSICAL
PLANT TO COVER
DEFERRED
MAINTENANCE PROJECTS**
- MR. CESAR VELA

Mr. Vela requested approval to transfer 30% of the annual general operating fund savings to Physical Plant to cover deferred maintenance projects. Mr. Vela read the resolution.

*RESOLUTION OF THE BOARD OF TRUSTEES OF LAREDO COLLEGE DISTRICT TO
TRANSFER 30% OF ANNUAL GENERAL OPERATING FUND SAVINGS TO DEFERRED
MAINTENANCE FUND*

WHEREAS, the Board of Trustees of Laredo College ("Board") desires to hereby approve a Resolution relating to the transfer of annual General Operating Fund savings (surplus) to the Deferred Maintenance Fund;

WHEREAS, the Board desires that the transfer of funds to the Deferred Maintenance Fund shall be equal to 30 percent (%) of annual General Operating Fund savings;

WHEREAS, the transfer of funds shall be used to cover costs associated with deferred maintenance of facilities and equipment as approved by the Board of Trustees;

WHEREAS, the Board agrees that such transfers will only be made if the General Operating Fund Balance reflects no less than 20 percent (%) of the General Operating Budget expenditures for that fiscal year.

NOW, THEREFORE, BE IT RESOLVED BY THE LAREDO COLLEGE BOARD OF TRUSTEES THAT:

- 1) For the effective period of this Resolution, it shall be a goal of the Board to transfer 30 percent (%) of annual General Operating Fund savings to the Deferred Maintenance Fund to cover costs associated with deferred maintenance of facilities and equipment under the conditions specified above.*
- 2) This Resolution shall take effect upon it being passed and approved by the Laredo College District Board of Trustees.*

PASSED AND APPROVED BY THE LAREDO COLLEGE DISTRICT BOARD OF TRUSTEES on this 22nd day of August, 2024.

Ms. Leven-Ramos moved to approve. Mr. Martinez and Mr. Delgado seconded the motion. A record vote was taken.

APPROVED	
Cindy Liendo	Jackie Leven-Ramos
Lupita Zepeda	Jorge "JD" Delgado
Erica Benavides Garcia	Esteban Rangel
Mercurio Martinez, Jr.	

NOT APPROVED

—

PRESENT and not voting

—

ABSENT
Karina Elizondo
Ernestina "Tita" Cantu Vela

Motion carried.

**11.D. APPROVAL OF OUT-
OF-THE-COUNTRY
TRAVEL AS PER LAREDO
COLLEGE POLICY
CJ(LOCAL)-**

Dr. Rodriguez Tijerina presented information on Dr. Mikolaj Gorecki's trip to festivals in Szczecin and Wrocław, Poland. Ms. Leven-Ramos moved to approve. Ms. Liendo and Mr. Delgado seconded the motion; motion carried (Mr. Rangel was not present for the vote).

**TRANSPORTATION
MANAGEMENT – DR.
MARISELA RODRIGUEZ
TIJERINA**

12. EXECUTIVE SESSION

At 7:42 p.m., Ms. Leven-Ramos moved to go into executive session on the following item:

- Agenda Item 12.A. – Closed Session Discussion of Laredo College's 2021-2024 Safety & Security Audit Per TEC 37.108(c), Pursuant to Texas Government Code Sections 551.071 and 551.076

Mr. Delgado seconded the motion; motion carried (Mr. Rangel was not present for the vote).

The Board reconvened to open session at 8:12 p.m. Ms. Zepeda noted that no action was taken during executive session and will take appropriate action on items, if necessary, as discussed in closed session.

13. DISCUSSION AND POSSIBLE ACTION

**13.A. LAREDO COLLEGE'S
2021-2024 SAFETY &
SECURITY AUDIT**

Mr. Martinez moved to approve the 2021-2024 safety & security audit. Mr. Delgado seconded the motion; motion carried (Mr. Rangel was not present for the vote).

14. PRESIDENT'S REMARKS

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

Reports were provided to the Board in the meeting materials.

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

Dr. Ramírez remarked on the following:

- Upcoming events
- Welcome week activities

Mr. Rangel notified the Board of his intent to attend the Association of Community College Trustees (ACCT) 2024 Leadership Congress in October.

15. NEXT MEETING DATE:

Thursday, September 26, 2024, 6:00 p.m. – Regular Monthly Board of Trustees Meeting

16. ADJOURNMENT

At 8:26 p.m., Mr. Delgado moved to adjourn the meeting. Mr. Martinez and Ms. Leven-Ramos seconded the motion; motion carried.