



LAREDO COLLEGE DISTRICT

Laredo, Texas

The regular monthly meeting of the Laredo College Board of Trustees convened on Thursday, December 5, 2024, beginning at 6:03 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. Leven-Ramos called the meeting to order.

2. ROLL CALL

Ms. Leven-Ramos called roll.

MEMBERS PRESENT

Jackie Leven-Ramos, Secretary
Erica Benavides Garcia
Cindy Liendo
Mercurio Martinez, Jr.
Adriana Alexander
Lizzy Newsome
Esteban Rangel
Karina "Kari" Elizondo
Ernestina "Tita" Cantu Vela

OTHERS

Minita Ramirez, Ph.D.
Rusty Meurer
Cesar E. Vela, Jr.
Miguel Pescador
Marisela Rodriguez Tijerina, Ed.D.
Gilberto Martinez, Jr., Ed.D.
Raymundo Gonzalez
Albert Chavez
Federico Solis, Jr.
Jessica Treviño

MEMBERS ABSENT

—

Ms. Leven-Ramos announced that a quorum of the members was present.

3. ELECTION OF LAREDO COLLEGE DISTRICT BOARD OFFICERS AS PER BCA(LEGAL)-BOARD INTERNAL ORGANIZATION: BOARD OFFICERS AND OFFICIALS

Ms. Leven-Ramos opened the floor for the election of Board officers. Ms. Benavides Garcia nominated Mr. Rangel for President, Ms. Vela for Vice President, and Ms. Leven-Ramos for Secretary. Mr. Martinez nominated Mr. Rangel for President. Ms. Newsome nominated Mr. Rangel for President, Ms. Elizondo for Vice President, and Ms. Leven-Ramos for secretary. A vote for Mr. Rangel for President, Ms. Vela for Vice President, and Ms. Leven-Ramos for Secretary took place and was successful with a vote of 6 in favor.

4. APPROVAL OF THE MINUTES OF THE REGULAR MONTHLY BOARD MEETING OF OCTOBER 30, 2024, AND CANVASSING ELECTION RETURNS OF NOVEMBER 19, 2024

Ms. Leven-Ramos moved to approve the minutes as presented. The motion was seconded by Ms. Benavides Garcia; motion carried.

5. PUBLIC TESTIMONY

No one signed up for public testimony.

6. PRESENTATION OF TEXAS ASSOCIATION OF SCHOOL BOARDS (TASB) CHECK – MR. CESAR VELA

Mr. Cesar Vela, Vice President of Finance and Administration, announced that the college has received a rebate check from TASB for participating in the TASB procurement cooperative. Mr. Miguel Pescador, TASB representative, presented a check for \$15,874.70.

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

7.A. APPOINTMENT OF ACTING DEAN OF ARTS & SCIENCES AND ACTING

Dr. Marisela Rodriguez Tijerina, Provost/Vice President of Academic Affairs, introduced the acting Dean of Arts & Sciences, Ms. Laura Ramirez Cruz, and the acting Honors Program Director, Mr. Alan Webb.

**HONORS PROGRAM
DIRECTOR – DR.
MARISELA RODRIGUEZ
TIJERINA**

8. FACULTY SENATE REPORT – DR. GILBERTO MARTINEZ, JR.

Dr. Gilberto Martinez, Jr., Faculty Senate President, congratulated the newly elected trustees and Board officers. He provided the Faculty Senate's mission statement.

9. LAREDO COLLEGE STUDENT GOVERNMENT ASSOCIATION REPORT – MR. RAYMUNDO GONZALEZ

Mr. Raymundo Gonzalez, Student Government Association President, provided Student Body Updates (Alzheimer's Walk, Arbor Day, HEB Feast of Sharing, Student Interview with Ruben Villarreal, Palomino Pathways Summit, Texas Junior College Student Government Association Virtual Meeting, Thanksgiving Gala, Phi Theta Kappa Vaccination Drive, and Tree lighting). He announced that this was his last meeting as he would be graduating. Ms. Lindsey Ballesteros, the current Vice President, will become the President. The Board provided Mr. Gonzalez with a certificate of recognition and an award for his service as SGA president.

**10. DISCUSSION AND
POSSIBLE ACTION**

**10.A. OCTOBER 2024
FINANCIAL REPORT – MR.
CESAR VELA**

Mr. Vela presented the October 2024 Financial Report (revenues are \$24,647,604; expenses are \$12,952,957; Facilities Master Plan Phase III balance is \$2,655,155; M&O tax collections are at 7.23%; total investments and deposits are \$118,448,254; and the preliminary general operating fund balance is \$ 22,115,431).

**10.B. ADOPTION OF
RESOLUTION AND ORDER
OF THE LAREDO
COLLEGE DISTRICT
BOARD TO CAST VOTES
FOR WEBB COUNTY
APPRAISAL DISTRICT
BOARD OF DIRECTORS
CANDIDATES ON THE
VOTING BALLOT – MR.
RUSTY MEURER**

Mr. Rusty Meurer, College Attorney, read the resolution to cast votes for the Webb County Appraisal District Board of Directors.

**RESOLUTION AND ORDER OF THE LAREDO COLLEGE
TO CAST VOTES FOR CANDIDATES WHOSE NAME ARE LISTED ON THE
BALLOT FOR THE WEBB COUNTY APPRAISAL DISTRICT BOARD OF
DIRECTORS**

WHEREAS, pursuant to Section 6.0301 of the Property Tax Code, Laredo College received notice on September 19, 2024 from the Chief Appraiser of the Webb County Appraisal District of the 519 number of votes to which Laredo College is entitled to; and

WHEREAS, pursuant to Section 6.0301, of the Property Tax Code, each taxing unit entitled to vote on the election may nominate by resolution one candidate for each position to be filled on the Board of Directors; and

WHEREAS, Section 6.0301, of the Property Tax Code, provides that the presiding officer of the governing body, shall submit by resolution names of the Laredo College's nominees to the Chief Appraiser of the Webb County Appraisal District before October 15, 2024; and

WHEREAS, the Chief Appraiser of the Webb County Appraisal District shall prepare a ballot listing the candidates and shall submit a copy of the ballot to each of the taxing units prior to October 30, 2024, for further action by the Laredo College; and

WHEREAS, the Laredo College is entitled to cast 519 votes in total for one or more of the nominated candidates listed in the ballot.

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

1. The Laredo College casts its votes on the official ballot for nominees for the Webb County Appraisal District Board of Directors as follows:
 1. Name: Erica Benavides Garcia
 - Votes Cast: 519

2. A copy of this resolution shall be delivered to Robert J. Peregoy, Chief Appraiser of the Webb County Appraisal District by or on behalf of the Laredo College, before December 15, 2024 or as soon thereafter as possible.

PASSED AND APPROVED BY THE LAREDO COLLEGE'S BOARD OF TRUSTEES
ON THIS THE 5th DAY OF DECEMBER, 2024.

Ms. Leven-Ramos moved to adopt the resolution. Ms. Liendo, Ms. Vela, and Mr. Martinez seconded the motion; motion passed (Ms. Elizondo and Ms. Alexander were not present for the vote).

**10.C. COMPLETE
CONFLICT OF INTEREST
FORMS AS PER POLICY
BBFA(LEGAL)-ETHICS:
CONFLICT OF INTEREST
DISCLOSURES – MR.
RUSTY MEURER**

Mr. Meurer provided information on conflict of interest disclosures. The forms will be emailed to the Board for completion.

**10.D. RATIFICATION OF
OUT-OF-THE-COUNTRY
TRAVEL FOR
PERFORMING ARTS
FACULTY MEMBER AS
PER LAREDO COLLEGE
POLICY CJ(LOCAL)-
TRANSPORTATION
MANAGEMENT – DR.
MARISELA RODRIGUEZ
TIJERINA**

Dr. Rodriguez Tijerina requested that the Board ratify the out of the country travel for Dr. Mikolaj Gorecki's trip to Poland to participate in the world premiere Silesian Philharmonic. This travel occurred during November 18-23, 2024. Ms. Leven-Ramos moved to approve. Ms. Vela seconded the motion; motion passed (Ms. Newsome was not present for the vote).

**10.E. APPROVAL OF OUT-
OF-THE-COUNTRY
TRAVEL FOR BACHELOR
OF APPLIED SCIENCE IN
ORGANIZATIONAL
LEADERSHIP PROGRAM
FACULTY AND STAFF AS
PER LAREDO COLLEGE
POLICY CJ(LOCAL)-
TRANSPORTATION
MANAGEMENT – DR.
MARISELA RODRIGUEZ
TIJERINA**

Dr. Rodriguez Tijerina indicated that approval is sought for out-of-country travel for Dr. Marissa Guerrero and Ms. Amanda Flores-Del Toro, Director and staff of the Bachelor of Applied Science in Organizational Leadership (BASORGL) program. This travel will develop the framework for a study abroad program in summer 2026 for the BASORGL program. Ms. Leven-Ramos moved to approve. Ms. Benavides Garcia seconded the motion; motion passed (Ms. Newsome was not present for the vote).

**10.F. APPROVAL OF
CONTRACT WITH TEXAS
MULTI-CHEM FOR
ANNUAL ACADEMIC AND
RECREATIONAL FIELDS
TURF PROGRAM – MR.
CESAR VELA**

Mr. Vela asked that the Board approve the annual field maintenance agreement with Texas Multi-Chem in the amount of \$85,116.00. Ms. Leven-Ramos moved to approve. Ms. Liendo and Ms. Vela seconded the motion. Discussion followed. Motion passed (Ms. Newsome was not present for the vote).

**10.G. ANNEXATION OF
NEW PROPERTY WHICH
HAS BEEN ANNEXED BY
THE CITY OF LAREDO –
MR. CESAR VELA**

Mr. Vela asked that the Board approve the City of Laredo's annexation of new property into the College's taxing district. There were twelve tracts of land annexed by the City. Mr. Martinez moved to approve. Ms. Leven-Ramos and Ms. Vela seconded the motion; motion passed.

**10.H. APPROVAL OF
BOOKSTORE BUILDING
CHILL WATER LINE
REPLACEMENT – MR.
CESAR VELA**

Mr. Vela asked that the Board approve a contract with Daikin in the amount of \$106,111.26 to replace the chill water line at the Bookstore. Ms. Leven-Ramos moved to approve. Ms. Benavides Garcia and Ms. Vela seconded the motion; motion passed.

**10.I. APPROVAL FOR
THE PURCHASE OF
EQUIPMENT FOR THE
INSTRUCTIONAL**

Mr. Vela asked that the Board approve the purchase of 30 interactive clear touch panels for the Instructional Technology Center in the amount of \$180,117.87. Discussion followed. The Board voted to approve the purchase; vote passed.

TECHNOLOGY CENTER –
MR. CESAR VELA

**10.J. APPROVAL FOR
THE PURCHASE OF
PROMOTIONAL ITEMS
FOR THE RECRUITMENT
AND DUAL ENROLLMENT
DEPARTMENTS – MR.
CESAR VELA**

Mr. Vela asked that the Board approve the purchase of promotional items in the amount of \$98,755.00. Discussion followed. Ms. Leven-Ramos moved to approve. Ms. Vela seconded the motion; motion passed.

**10.K. APPROVAL OF
ARTIC WOLF MANAGED
DETECTION & RESPONSE
SERVICE 3-YEAR
RENEWAL AGREEMENT –
MR. ALBERT CHAVEZ**

Mr. Albert Chavez, Associate Vice President of Information Technology, asked that the Board approve a three (3) year agreement for the Artic Wolf Managed Detection and Response Service. The total cost for year one of service is \$130,581.00. Ms. Vela moved to approve. Ms. Benavides Garcia seconded the motion; motion passed (Ms. Leven-Ramos was not present for the vote).

**10.L. MODIFICATION TO
THE 2024-2025
ACADEMIC CALENDAR:
WINTERMESTER
ADJUSTMENTS DUE TO
SOFTWARE AS A SERVICE
(SAAS) UPGRADE AND
CONVERSION TO
INCLUDE GRANTING THE
PRESIDENT AUTHORITY
TO MAKE FURTHER
ADJUSTMENTS SHOULD
ANY UNFORESEEN
ISSUES ARISE – DR. FRED
SOLIS/MS. JESSICA
TREVINO**

Dr. Fred Solis, Vice President of Student Success and Enrollment, presented the proposed modifications to the 2024-2025 academic calendar due to the conversion of software systems. Ms. Vela moved to approve. Ms. Leven-Ramos seconded the motion; motion passed.

**11. INFORMATION ITEMS
11.A. INFORMATION ON
LAREDO COLLEGE BOARD
COMMITTEES –
PRESIDENT AND
SECRETARY OF THE
BOARD**

Ms. Leven-Ramos provided information on Board committees. An email will be sent to the Board requesting committee preferences so that committees may be appointed.

**11.B. STUDENT SUCCESS
REPORT – DR. FRED
SOLIS/MS. JESSICA
TREVINO**

Dr. Solis went over enrollment activity for Wintermester, spring, and continuing education Quarter 2.

Ms. Jessica Treviño, Associate Vice President for Enrollment Management, provided commencement information.

**11.C. NOTIFICATION OF
THE SERVING OF
ALCOHOLIC BEVERAGES
BY OUTSIDE ENTITIES IN
LAREDO COLLEGE
FACILITIES, AS PER
LAREDO COLLEGE BOARD
POLICY GDA(LOCAL):
COMMUNITY EXPRESSION
AND USE OF COLLEGE
FACILITIES-CONDUCT ON
COLLEGE DISTRICT
PREMISES – DR. MINITA
RAMÍREZ**

Dr. Minita Ramírez, President, notified the Board that The American Inn of Court and Laredo Theater Guild International submitted requests for the serving of alcohol at their upcoming events in LC facilities.

**11.D. STATUS OF
LAREDO COLLEGE
DISTRICT BOARD
MEMBERS' REQUIRED
TRAININGS AS PER**

Dr. Ramírez provided the status of Board members' training requirements as governed by policies BBD(LEGAL) and BI(LEGAL).

**TEXAS EDUCATION CODE
SECTION 61.084, TEXAS
GOVERNMENT CODE
551.005 AND 2054.5191,
AND LEGAL POLICIES
BBD(LEGAL): BOARD
MEMBERS ORIENTATION
AND TRAINING AND
BI(LEGAL): REPORTS –
DR. MINITA RAMÍREZ**

**11.E. NOTIFICATION OF
EMPLOYEE
COMPENSATION DURING
CLOSURE OF FORT
MCINTOSH CAMPUS DUE
TO POWER OUTAGE AS
PER LAREDO COLLEGE
POLICY DEA(LOCAL)-
COMPENSATION AND
BENEFITS:
COMPENSATION PLAN –
DR. MINITA RAMÍREZ**

Dr. Ramírez informed the Board that, as per LC policy DEA(LOCAL), Fort McIntosh employees will be paid for the emergency closure for repairs to a transformer on the Fort McIntosh Campus on the afternoon of November 11, 2024.

**11.F. FOREIGN TRADE
ZONE DESIGNATION
REQUESTS – DR. MINITA
RAMÍREZ**

Dr. Ramírez informed the Board that letters of concurrence were issued for Axys Logistics LLC and P&P Global Logistics, LLC.

**11.G. NOTIFICATION OF
TRAVEL TO LEGISLATIVE
OPENING SESSION ON
JANUARY 14, 2025, AND
COMMUNITY COLLEGE
DAY ON FEBRUARY 3,
2025, 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**

Dr. Ramírez invited the Board to the Texas Legislative Opening Session scheduled for January 14, 2025, and Community College Day scheduled for February 3, 2025. Any Board members interested in attending are to notify the President's Office.

12. PRESIDENT'S REMARKS AND REPORTS

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

Reports were provided to the Board in the meeting materials.

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

Dr. Ramírez remarked on the following:

- Upcoming travels
- Upcoming events

13. UPCOMING EVENTS:

Sunday, December 15, 2024, 3:00 pm UISD Wind Symphony Christmas Concert. Laredo College Guadalupe and Lilia Martinez Fine Arts Theater, Free admission

Monday, December 16, 2024, 6:00 p.m. – Laredo College Graduation at the Sames Auto Arena

Tuesday, December 17, 2024, 10:00 a.m. – Laredo College Regional Law Enforcement Academy Graduation at the Guadalupe and Lilia Martinez Fine Arts Center

December 19, 2024 – January 3, 2025 – Laredo College Winter Break

Monday, January 6, 2025, 8:00 a.m. – Laredo College Employee In-Service at the Guadalupe and Lilia Martinez Fine Arts Center

14. NEXT MEETING DATE:

Thursday, January 30, 2025, 6:00 p.m. – Regular Monthly Board of Trustees Meeting

15. ADJOURNMENT

At 8:36 p.m., Ms. Leven-Ramos moved to adjourn the meeting. Ms. Benavides Garcia and Ms. Vela seconded the motion; motion carried.