



LAREDO COLLEGE DISTRICT
Laredo, Texas

The regular monthly meeting of the Laredo College Board of Trustees convened on Thursday, May 30, 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 *(participated via Zoom at 6:12 p.m.; left the meeting at 6:50 p.m.)*
Jackie Leven-Ramos, Secretary
Cindy Liendo
Mercurio Martinez, Jr.
Ernestina “Tita” Cantu Vela

MEMBERS ABSENT

Erica Benavides Garcia
Esteban Rangel
Karina “Kari” Elizondo

OTHERS

Minita Ramirez, Ph.D.
Rusty Meurer
Guillermo Garcia
Marisela Rodriguez Tijerina, Ed.D.
Brenda Martinez
Heriberto Hernandez, Ed.D.
David V. Arreazola, Ed.D.
Jose Hernandez
Juliana Kelley
Jessica Treviño
Raquel Peña
Salvador Sciaraffa

Cesar E. Vela, Jr.
Federico Solis, Jr., Ed.D.
Diana Y. Ortiz, Ph.D.

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 APRIL 25, 2024

Mr. Martinez moved to approve the minutes as presented. The motion was seconded by Ms. Leven-Ramos; 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. MEDICAL ASSISTANT NATIONAL CERTIFICATION EXAM PASSING RATE – DR. MARISELA RODRIGUEZ TIJERINA/MS. GRACIELA GONZALES

Dr. Marisela Rodriguez Tijerina, Provost/Vice President of Academic Affairs, reported that the medical assisting program had a 100% first time passing rate for the third year in a row. She introduced Ms. Graciela Gonzales, Medical Assisting Program Director, and Mr. Cesar Rodriguez, Medical Assisting Faculty member.

5.B. HEATING, VENTILATION, AIR CONDITIONING, AND REFRIGERATION (HVAC) EQUIPMENT DISTRIBUTION – MS. BRENDA MARTINEZ/MS. SANDRA CORTEZ

Ms. Brenda Martinez, Continuing Education Director, reported the HVAC equipment distribution event, which took place on May 9th, through the Laredo CARES initiative.

5.C. HVAC EXCELLENCE PROGRAMMATIC ACCREDITATION FOR HEATING, VENTILATION, AIR CONDITIONING, AND REFRIGERATION PROGRAM – DR. HERIBERTO HERNANDEZ/MR. JESUS CONTRERAS

Dr. Heriberto Hernandez, Associate Provost, reported that the HVAC program earned reaccreditation for six years with no recommendations.

5.D. POLICE WEEK RECOGNITION – DR. DAVID V. ARREAZOLA

Dr. David V. Arreazola, Vice President of Compliance and Risk Management, and Mr. Jose Hernandez, Police Chief, presented the activities that took place in recognition for police week.

5.E. INTRODUCTION OF PERSONNEL/PERSONNEL ACTIONS – DR. MINITA RAMIREZ

Dr. Minita Ramirez, President, announced the new hire for the month, Ms. Bianca Vela, GIELC Instructional Assistant Lab Coordinator.

6. FACULTY SENATE REPORT – MRS. JULIANA KELLEY

Mrs. Juliana Kelley, Faculty Senate President, reported on:

- Faculty Senate election – Vice President-Dr. Gil Martinez; senators-at-large-Dr. Esmeralda Gutierrez, Mr. Joe Molina, and Mr. Ever Lopez
- Faculty Senate secretary – Mr. Bryant De Jesus
- Department highlights – general education committee

7. BOARD COMMITTEE REPORTS

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

Ms. Leven-Ramos provided a summary of the Program/Policy committee meeting held on May 28th.

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

Mr. Delgado provided a summary of the Finance & Audit committee meeting held on May 27th.

8. CONSENT AGENDA

Ms. Leven-Ramos moved to defer DMB(LOCAL) policy from Agenda Item 8.M. Ms. Vela seconded the motion; motion carried.

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

- Agenda Item 8.A. – April 2024 Financial Report
- Agenda Item 8.B. – Approval for the Purchase of Classroom/Lab Supplies for the Industrial and Electronic Technologies Department
- Agenda Item 8.C. – Approval for the Purchase of Laptops for the Title III LEAPS Program
- Agenda Item 8.D. – Approval for the Purchase of Autoclave Machine for the Title III LEAPS Program
- Agenda Item 8.E. – Approval for the Purchase of Furniture for the Billy Hall Student Center and Raquel Gonzalez Automotive Technology Center
- Agenda Item 8.F. – Approval for Renewal of Time Clock Plus Licenses
- Agenda Item 8.G. – Ratification of Purchase of Computers for the Adult Education Department
- Agenda Item 8.H. – Approval for Three Year Contract Extension with BM Technologies for Student Refund Disbursement Services
- Agenda Item 8.I. – Approval for the Purchase of Three Year Faronics Deep Freeze Cloud Software Subscription
- Agenda Item 8.J. – Approval of Senate Bill 17 FY 2024 Compliance Certification
- Agenda Item 8.K. – Affirm Executive Order No. GA-44 Relating to Addressing Acts of Antisemitism in Institutions of Higher Education, and Approve Modifications to LOCAL Policies (see list below)

- DGC(LOCAL): EMPLOYEE RIGHTS AND PRIVILEGES –
EMPLOYEE EXPRESSION AND USE OF
COLLEGE FACILITIES
- DH(LOCAL): EMPLOYEE STANDARDS OF CONDUCT
- FLA(LOCAL): STUDENT RIGHTS AND RESPONSIBILITIES –
STUDENT EXPRESSION AND USE OF COLLEGE
FACILITIES
- FLB(LOCAL): STUDENT RIGHTS AND RESPONSIBILITIES –
STUDENT CONDUCT
- GD(LOCAL): COMMUNITY EXPRESSION AND USE OF
COLLEGE FACILITIES
- Agenda Item 8.L. – TASB Board Policy Update 47: Review Updated LEGAL Policies and Act on LOCAL Policies (see list below)
 - CC(LOCAL): ANNUAL OPERATING BUDGET
 - CHA(LOCAL): SITE MANAGEMENT - SECURITY
 - CS(LOCAL): INFORMATION SECURITY
 - DBA(LOCAL): EMPLOYMENT REQUIREMENTS AND
RESTRICTIONS - CREDENTIALS AND RECORDS
 - DBB(LOCAL): EMPLOYMENT REQUIREMENTS AND
RESTRICTIONS - MEDICAL EXAMINATIONS
AND COMMUNICABLE DISEASES
 - DC(LOCAL): EMPLOYMENT PRACTICES
 - DK(LOCAL): PROFESSIONAL DEVELOPMENT
 - DMC(LOCAL): TERMINATION OF EMPLOYMENT -
REDUCTION IN FORCE
 - EBA(LOCAL): ALTERNATE METHODS OF INSTRUCTION -
DISTANCE EDUCATION
 - GK(LOCAL): RELATIONS WITH EDUCATIONAL
ACCREDITATION AGENCIES
- Agenda Item 8.M. – Approve Modifications to the Following Laredo College Board Policies
 - DCB(LOCAL)-Employment Practices: Tenure
 - DJ(LOCAL)-Assignment, Work Load, and Schedules
 - DMAA(LOCAL)-Term Contracts: Termination Mid-Contract
 - DMAB(LOCAL)-Term Contracts: Nonrenewal

Ms. Liendo and Mr. Martinez seconded the motion; motion carried.

9. DISCUSSION AND POSSIBLE ACTION

**9.A. APPROVAL OF
RESOLUTION HONORING
LAREDO COLLEGE'S
NATIONAL JUNIOR
COLLEGE ATHLETIC
ASSOCIATION ESPORTS
(NJCAA) NATIONAL
VALORANT TOURNAMENT
CHAMPIONS – MS. LUPITA
ZEPEDA**

Ms. Zepeda read the following resolution honoring LC's Valorant team.

RESOLUTION CELEBRATING THE NATIONAL CHAMPIONSHIP VICTORY OF
THE LAREDO COLLEGE VALORANT TEAM

WHEREAS, the Laredo College Valorant team declared their determination and confidence with the rallying cry "We undefeated!" before each match of their season;

WHEREAS, the Palominos secured a triumphant and decisive 3-0 victory against Brookdale Community College, earning the title of National Junior College Athletic Association Esports (NJCAA) National Valorant Tournament champions;

WHEREAS, the team's success was a culmination of a hard-fought season marked by close calls, clutch victories, and the unwavering support of friends, family, and fans;

WHEREAS, the National Champion LC Valorant Team members Jonathan "Boogie" Nieto, Eduardo "Soerz" Garza, Daniel "Yuqii" Alcorta, Emiliano "Kurinki" Godina, and Hector "Valt" Rico displayed exceptional skill, teamwork, and dedication throughout the season;

WHEREAS, team captain Jonathan "Boogie" Nieto led the team with confidence, strategic counterplays, and a composed presence, particularly in high-pressure moments;

WHEREAS, the team demonstrated resilience and adaptability, particularly during their performance on the map Lotus and throughout the best of five finals, showcasing their ability to excel under intense competition;

WHEREAS, the LC Valorant team's journey, including the crucial semi-finals, exhibited their capacity to overcome setbacks and rally for victory, embodying the spirit of determination and perseverance;

WHEREAS, the leadership and support of LC Director of Recreation and Esports Ivan Cano have been instrumental in guiding the team to national success and recognizing the holistic value of esports;

WHEREAS, the establishment and growth of esports programs in local schools provide significant opportunities for students to pursue careers in esports, benefiting both the students and the community;

WHEREAS, the national championship victory of the LC Valorant team serves as a source of pride and inspiration for Laredo College, the local community, and aspiring esports athletes;

THEREFORE, BE IT RESOLVED, that Laredo College formally recognizes and celebrates the exceptional achievements of the National Champion LC Valorant Team, commends their dedication, teamwork, and skill, and acknowledges the positive impact of their success on the Laredo College esports program and the broader community.

BE IT FURTHER RESOLVED, that Laredo College commits to continuing its support for esports initiatives, fostering the growth of esports programs in local schools, and encouraging students to pursue their interests and potential in the field of esports.

This Resolution shall be included in the permanent minutes of this Board.

ADOPTED THIS 30th day of May 2024 by the Board of Trustees of Laredo College.

Signed by Ms. Lupita Zepeda, Board President, and Ms. Jackie Leven-Ramos, Board Secretary.

Mr. Martinez moved to approve the resolution. Ms. Leven-Ramos and Ms. Vela seconded the motion; motion carried.

10. INFORMATION ITEMS

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

Dr. Ramírez informed the Board that Unimex Trade & Logistics, LLC requested support from Laredo College for the establishment of a foreign trade zone designation located at 1501 Nicolas D. Hachar Rd., Laredo, TX. A copy of Laredo College's letter of concurrence was provided to the Board.

**10.B. STUDENT SUCCESS
REPORT – DR. FRED
SOLIS/MS. JESSICA
TREVÍÑO**

Ms. Jessica Treviño, Associate Vice President of Enrollment Management, provided dates and deadlines for Summer Session I, Summer Session II, and Fall 2024, enrollment comparisons for Maymester, Summer I, and Summer II for credit courses and enrollment comparisons for Quarter 3 and Quarter 4 for non-credit continuing education.

She also provided a financial aid update, payment plan options, commencement update, Palomino Saturdays, and new student orientations.

**10.C. PRESENTATION OF
2024-2025 STUDENT
HANDBOOKS FOR
DIVISION OF ACADEMIC
AFFAIRS – DR. MARISELA
RODRIGUEZ TIJERINA**

Dr. Rodriguez Tijerina presented a summary of changes to the academic affairs division handbooks.

**10.D. LAREDO COLLEGE
GRADUATION
HIGHLIGHTS –
GRADUATION COMMITTEE**

The Graduation Committee, Ms. Jessica Treviño, Ms. Raquel Peña, and Mr. Salvador Sciaraffa, presented a video highlighting the commencement exercises and reported on the number of graduates and degrees awarded.

**10.E. HEALTH SCIENCES
SUMMER CAMP – MS.
GRACIE GONZALEZ**

Ms. Gonzales provided information on the health sciences summer camp which will take place June 10 – 14 at LC South Campus.

**10.F. IMPLEMENTATION
OF NEW SALARY
THRESHOLDS FOR
EXEMPT EMPLOYEES
UNDER THE FEDERAL
LABOR STANDARDS ACT
(FSLA) – MS. VERONICA
CARDENAS**

Mr. Martinez moved to defer this item. Ms. Leven-Ramos and Ms. Vela seconded the motion; motion carried.

11. EXECUTIVE SESSION

At 7:29 p.m., Mr. Martinez moved to go into executive session on the following items:

- Agenda Item 11.A. – Laredo College Faculty Member’s Request for Appearance Before the Board of Trustees in Response to the Board’s Nonrenewal of the Employee’s Employment Contract as per Laredo College Board Policy DMAB(LOCAL)-TERM CONTRACTS: NONRENEWAL. Closed Session Pursuant to Texas Government Code Sections 551.071 and 551.074.
- Agenda Item 11.B. – Closed Session Discussion Pursuant to Texas Government Code Sections 551.071 and 551.074 to Discuss Recommendation for the Nonrenewal of Employment Contract of a Laredo College Faculty Member Under Board Policy DMAB(LOCAL)-TERM CONTRACTS: NONRENEWAL, and Related Legal Issues
- Agenda Item 11.C. – Pursuant to Texas Government Code Section 551.071, the Board will consult with its legal counsel regarding pending litigation in the matter styled Civil Action No. 5:21-cv-00160; Cynthia Aradillas v. Laredo College; In the United States District Court for the Southern District of Texas, Laredo Division
- Agenda Item 11.D. – Review the Board Self-Evaluation Instrument as per Laredo College Board Policy BCG(LOCAL)-Board Internal Organization: Board Evaluation
- Agenda Item 11.E. – Initiation of the Annual Evaluation of the College President Pursuant to Laredo College Board Policy BFE(LOCAL)-CHIEF EXECUTIVE OFFICER: EVALUATION, including Establishing Goals and Procedures, Discussing Evaluation Criteria and Instrument, and Setting a Timeline to Conduct the Evaluation. Closed Session Pursuant to Texas Government Code Section 551.074

Ms. Leven-Ramos seconded the motion; motion carried.

The Board reconvened to open session at 9:04 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. LAREDO COLLEGE
FACULTY MEMBER’S
REQUEST FOR
APPEARANCE BEFORE
THE BOARD OF
TRUSTEES IN RESPONSE
TO THE BOARD’S
NONRENEWAL OF THE
EMPLOYEE’S
EMPLOYMENT CONTRACT
AS PER LAREDO
COLLEGE BOARD POLICY
DMAB(LOCAL)-TERM
CONTRACTS:
NONRENEWAL**

Ms. Zepeda noted that no action was taken.

**12.B. NONRENEWAL OF
EMPLOYMENT CONTRACT
OF A LAREDO COLLEGE
FACULTY MEMBER**

Ms. Leven-Ramos moved to non-renew the employment contract discussed in executive session. Ms. Liendo seconded the motion; motion carried.

12.C. THE BOARD WILL CONSIDER AND TAKE POSSIBLE ACTION REGARDING PENDING LITIGATION IN THE MATTER STYLED CIVIL ACTION NO. 5:21-CV-00160; CYNTHIA ARADILLAS V. LAREDO COLLEGE; IN THE UNITED STATES DISTRICT COURT FOR THE SOUTHERN DISTRICT OF TEXAS, LAREDO DIVISION

Mr. Rusty Meurer, college attorney, noted that no action is needed on this item.

12.D. REVIEW AND APPROVE THE BOARD SELF-EVALUATION INSTRUMENT AS PER LAREDO COLLEGE BOARD POLICY BCG(LOCAL)-BOARD INTERNAL ORGANIZATION: BOARD EVALUATION

Ms. Leven-Ramos moved to approve the self-evaluation instrument as discussed in executive session. Ms. Vela seconded the motion; motion carried.

12.E. APPROVAL OF THE ANNUAL EVALUATION OF THE COLLEGE PRESIDENT INCLUDING GOALS AND PROCEDURES, EVALUATION CRITERIA AND INSTRUMENT, AND TIMELINE TO CONDUCT THE EVALUATION

Ms. Leven-Ramos moved to approve the annual evaluation of the college president including goals and procedures, evaluation criteria and instrument, and the timeline as discussed in executive session. Ms. Liendo seconded the motion; motion carried.

13. PRESIDENT'S REMARKS

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

Reports were provided to the Board in the meeting materials.

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

Dr. Ramírez remarked on the following:

- Recent meetings with ISDs regarding dual credit students
- Border Patrol student of the year ceremony and incoming LC student event in Zapata
- New programs and projects
- Academic affairs summer academies
- FY2025 budget
- TASB Update
- Legislative interim charges

14. NEXT MEETING DATE & UPCOMING EVENTS:

Thursday, June 20, 2024, 6:00 p.m. – Budget Workshop

Saturday, June 22, 2024, 8:30 a.m. – Board Retreat

Thursday, June 27, 2024, 6:00 p.m. – Regular Board of Trustees Meeting

15. ADJOURNMENT

At 9:16 p.m., Ms. Leven-Ramos moved to adjourn the meeting. Mr. Martinez seconded the motion; motion carried.