



## LAREDO COLLEGE DISTRICT

Laredo, Texas

The regular monthly meeting of the Laredo College Board of Trustees convened on Wednesday, October 30, 2024, beginning at 6:02 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

Erica Benavides Garcia

Cindy Liendo

Mercurio Martinez, Jr.

Esteban Rangel (*arrived at 6:11 p.m.*)

Karina "Kari" Elizondo (*participated via Zoom; left the meeting at 8:04 p.m.*)

Ernestina "Tita" Cantu Vela (*arrived at 6:14 p.m.*)

### MEMBERS ABSENT

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### OTHERS

Minita Ramirez, Ph.D.

Rusty Meurer

Diana Y. Ortiz, Ph.D.

Selinda Martinez

Federico Solis, Jr., Ed.D.

Gilberto Martinez, Ed.D.

Raymundo Gonzalez

Armando Perez, Ph.D.

Tekuani Perez

David V. Arreazola, Ed.D.

Casandra Salinas

Veronica Martinez, Ph.D.

Andrea Lopez

Jessica Treviño

Diana Espinoza

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 SEPTEMBER 26, 2024**

Mr. Martinez moved to approve the minutes as presented. The motion was seconded by Ms. Liendo; motion carried (Mr. Delgado 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. RECOGNITION OF UNITED STATES DEPARTMENT OF AGRICULTURE - LAREDO COLLEGE PROMISE SCHOLARS GRANT PROJECT POST GRADUATE RECIPIENTS -**  
*DR. DIANA ORTIZ/MS. SELINDA MARTINEZ*

Dr. Diana Y. Ortiz, Vice President of Institutional Advancement, provided background information on the LC Promise Scholars grant project. Ms. Selinda Martinez, Professor of Biology/Department Chair, introduced the six students who received the \$25,000 post-secondary scholarship - Raquel Puig, Blanca Eguia, Angelica Escamilla, Marina Ornelas, Emily Flores, and Florence Renteria.

**5.B. TEXAS HIGHER EDUCATION COORDINATING BOARD APPLY TEXAS ADVISORY COMMITTEE SELECTION -**  
*DR. FRED SOLIS/MS. JESSICA TREVIÑO*

Ms. Zepeda acknowledged the presence of Mr. Rangel and Ms. Vela. Dr. Fred Solis, Vice President of Student Success and Enrollment, provided information on Apply Texas and its advisory committee. He announced that Mr. Jorge Dimas, Director of Admissions, was named to serve on the committee for the next two years.

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

Dr. Minita Ramírez, President, announced the new hires and promotions for the month - Pablo A. Martinez, Technology Support Specialist; Nancy M. Valadez, Staff Accountant I; Karina Benavides, Instructional Assistant-Transportation Technology (South); Antonio "Tony" Garcia III, Lead Help Desk Technician; Michelle Y. Perez, Center of Teaching Excellence and Learning Director; and Olga I. Lozano, Academic Advisor.

**6. FACULTY SENATE REPORT – DR. GILBERTO MARTINEZ**

Dr. Gilberto Martinez, Faculty Senate President, thanked everyone involved in organizing the Faculty Brunch. He reported on:

- First faculty fall mixer
- Supporting Agenda Items 10.C. – Approval of The Bachelor of Applied Science in Health, Exercise, & Athletic Rehabilitation Therapy (HEART) and Agenda Item 10.D. – Approval of The Bachelor of Applied Technology in Data Analytics

**7. LAREDO COLLEGE STUDENT GOVERNMENT ASSOCIATION REPORT – MR. RAYMUNDO GONZALEZ**

Mr. Raymundo Gonzalez, Student Government Association (SGA) President, reported on:

- SGA officer installation ceremony
- Give Cancer the Boot Awareness event
- Sacred Heart tie-dye event
- Board of Trustees townhall
- FallFest
- Breast Cancer Awareness event
- Constitution Task Force approval
- eLearning scary stories
- Palomino trick-or-treat
- Alzheimer's walk
- Arbor day
- Texas Junior College Student Organization Association Region Six Virtual Conference
- Pumpkin patch

**8. BOARD COMMITTEE REPORTS**

**8.A. FINANCE & AUDIT  
COMMITTEE MEETING  
REPORT – MR. JORGE  
"JD" DELGADO**

Mr. Delgado provided a summary of the Finance & Audit Committee meeting held on October 28<sup>th</sup>.

**8.B. BUILDING  
COMMITTEE MEETING  
REPORT – MR. MERCURIO  
MARTINEZ, JR.**

Mr. Rangel on behalf of Mr. Martinez provided a summary of the Building Committee meeting held on October 28<sup>th</sup>.

**8.C. PROGRAM/POLICY  
COMMITTEE MEETING  
REPORT – MS. JACKIE  
LEVEN-RAMOS**

Ms. Leven-Ramos provided a summary of the Program/Policy Committee meeting held on October 29<sup>th</sup>.

Ms. Leven-Ramos moved to bring up Agenda Item 10.C. - *Approval of The Bachelor of Applied Science in Health, Exercise, & Athletic Rehabilitation Therapy (HEART)*. Ms. Liendo seconded the motion; motion carried.

**10.C. APPROVAL OF THE  
BACHELOR OF APPLIED  
SCIENCE IN HEALTH,  
EXERCISE, & ATHLETIC  
REHABILITATION  
THERAPY (HEART) – DR.  
ARMANDO PEREZ**

Dr. Armando Perez, Professor of Kinesiology/Department Chair, presented the proposed program (background, overview, budget, facilities & equipment, and accreditation plan). Ms. Leven-Ramos moved to approve the program. Ms. Liendo seconded the motion; motion carried.

Mr. Rangel moved to bring up Agenda Item 10.D. - *Approval of The Bachelor of Applied Technology in Data Analytics*. Mr. Delgado seconded the motion; motion carried.

**10.D. APPROVAL OF THE  
BACHELOR OF APPLIED  
TECHNOLOGY IN DATA  
ANALYTICS – MR. TEKUANI**

Mr. Tekuani Perez, Assistant Professor of Cybersecurity/Computer Sciences & Technology Director, presented the proposed program (background, overview, budget, facilities & equipment, and partner

institutions). Mr. Rangel moved to approve the program. Mr. Delgado seconded the motion; motion carried.

**9. CONSENT AGENDA**

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

- Agenda Item 9.A. – Approval of Endowment Matching Funds as Per Donor's Request - Raymond M. Gutierrez and Melba P. Gutierrez Charitable Trust Endowment Fund, Albert Lowry Trustee
- Agenda Item 9.B. – Approve the Proposed Revisions to Student Incidental Fees
- Agenda Item 9.C. – Approval of a Laredo College Student Alumni Fee
- Agenda Item 9.D. – Approval of Updates on Lab Fees and Liability Fees
- Agenda Item 9.E. – September 2024 Financial Report
- Agenda Item 9.F. – August 2024 Quarterly Investment Report, and FYE 2024 Annual Investment Report
- Agenda Item 9.G. – Approval of Annual Renewal for NEOED Human Resources Management System
- Agenda Item 9.H. – Approval of Procurement Process Approval for Deferred Maintenance Construction Projects
- Agenda Item 9.I. – Approval of Agreement with Timely Telehealth, LLC for Unlimited On-Demand Emotional Support & Crisis Management Access for Laredo College Students
- Agenda Item 9.J. – Approval of Campus Network Switch Upgrades
- Agenda Item 9.K. – Approval of Campus Wireless Access Point Refresh
- Agenda Item 9.L. – Approval of Annual Cisco Smartnet Renewal
- Agenda Item 9.M. – Approval of Computer Solutions Annual NetWatch Managed Services Agreement
- Agenda Item 9.N. – Approval of Lamar Bruni Vergara Environmental Science Center Network Infrastructure Upgrades
- Agenda Item 9.O. – Approve Modifications to the Following Laredo College Board Policies:
  - BBG(LOCAL)-BOARD MEMBERS: COMPENSATION AND EXPENSES
  - BBH(LOCAL)-BOARD MEMBERS: CONVENTIONS, CONFERENCES, AND WORKSHOPS
  - BGC(LOCAL)-ADMINISTRATIVE ORGANIZATION: COUNCILS AND FACULTY SENATES
  - DC(LOCAL)-EMPLOYMENT PRACTICES
  - DIAA(LOCAL)-FREEDOM FROM DISCRIMINATION, HARASSMENT, AND RETALIATION: SEX AND SEXUAL VIOLENCE
  - DIAB(LOCAL)-FREEDOM FROM DISCRIMINATION, HARASSMENT, AND RETALIATION: OTHER PROTECTED CHARACTERISTICS
  - DJ(LOCAL)-ASSIGNMENT, WORK LOAD, AND SCHEDULES
  - DMAA(LOCAL)-TERM CONTRACTS: TERMINATION MID-CONTRACT
  - DMB(LOCAL)-TERMINATION OF EMPLOYMENT: TENURE
  - DMC(LOCAL)-TERMINATION OF EMPLOYMENT: REDUCTION IN FORCE
  - DMD(LOCAL)-TERMINATION OF EMPLOYMENT: RESIGNATION
  - FLB(LOCAL)-STUDENT RIGHTS AND RESPONSIBILITIES: STUDENT CONDUCT
- Agenda Item 9.P. – Adoption of Laredo College Board Procedures Manual
- Agenda Item 9.Q. – Adoption of Laredo College Board Travel Procedures Manual

Ms. Leven-Ramos, Ms. Vela, and Mr. Martinez seconded the motion; motion carried.

**10. DISCUSSION AND POSSIBLE ACTION**

**10.A. APPROVAL OF 2024  
MULTIHAZARD  
EMERGENCY  
OPERATIONS PLAN (EOP)  
AND CYBERSECURITY  
ANNEX – DR. DAVID V.  
ARREAZOLA**

Dr. David V. Arreazola, Vice President of Compliance and Risk Management, and Ms. Casandra Salinas, Director of Safety and Risk Management, provided an overview of LC's emergency operations plan which is required annually by the Texas School Safety Center. Mr. Delgado moved to approve the submission of the multihazard emergency operations plan. Mr. Martinez seconded the motion; motion carried.

**10.B. APPROVAL OF 2025  
– 2030 LAREDO COLLEGE  
STRATEGIC PLAN – DR.  
DAVID V. ARREAZOLA**

Dr. Arreazola, Dr. Veronica Martinez, Associate Vice President of Planning & Institutional Effectiveness, and Ms. Andrea Lopez, Associate Vice President of Compliance, presented the 2025 – 2030 LC Strategic Plan (process, consultant, timeline, mission statement, vision statement, core values, and goals). Ms. Leven-Ramos moved to approve the plan. Mr. Rangel and Ms. Vela seconded the motion; motion carried.

**10.E. APPROVAL FOR REPLACEMENT OF MARAVILLO GYM BOILERS** – MR. WICHO TJERINA/MR. CESAR VELA  
**10.F. APPROVAL FOR LERMA PENA BUILDING ROOF RESTORATION** – MR. HOMER PAEZ/MR. CESAR VELA

Mr. Rangel moved to approve the replacement of the Maravillo Gym boilers. Ms. Liendo and Mr. Delgado seconded the motion; motion carried (Ms. Elizondo was not present for the vote).

Mr. Rangel moved to approve the Lerma Pena Building roof restoration. Ms. Leven-Ramos seconded the motion; motion carried.

(Ms. Elizondo left the meeting).

**11. INFORMATION ITEMS**  
**11.A. STUDENT SUCCESS REPORT** – DR. FRED SOLIS/MS. JESSICA TREVIÑO

Dr. Solis provided enrollment comparisons for fall credit courses and Quarter 1 continuing education courses.

Ms. Jessica Treviño, Associate Vice President of Enrollment Management/Interim College Registrar, provided the Fall 2024 commencement update. Discussion took place on the day and time. Dr. Ortiz and Ms. Diana Espinoza, Professor of Psychology, provided a recap of LC's 2<sup>nd</sup> annual golf classic. The 3<sup>rd</sup> annual golf classic is slated for November 1, 2025.

**11.B. LAREDO COLLEGE GOLF CLASSIC RECAP** – DR. DIANA ORTIZ/MS. DIANA ESPINOZA

Dr. Minita Ramírez, President, informed the Board that letters of concurrence were issued.

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

Dr. Arreazola provided an update on LC's SACSCOC Fifth-Year Interim Report (dates and deadlines, the purpose, components, and compliance certification).

**11.D. SOUTHERN ASSOCIATION OF COLLEGES AND SCHOOLS COMMISSION ON COLLEGES (SACSCOC) FIFTH-YEAR INTERIM REVIEW PROCESS** – DR. DAVID V. ARREAZOLA

Dr. Veronica Martinez provided information on the Quality Enhancement Plan Impact Report (internal compliance audit, data and documentation, and timeline).

**11.E. UPDATE ON SALE OF 1620 CLARK PROPERTY** – MR. CESAR VELA

Dr. Ramirez provided an update on the sale of the 1620 Clark property.

**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 events
- Aspen fellowship
- ACCT Leadership Congress trip

**13. UPCOMING EVENTS:**

Thursday, November 7, 2024, 6:00 p.m. – Reception for Dr. Mikolaj Gorecki at the Private David B. Barkeley Cantu Memorial Chapel

Monday, November 11, 2024, 10:00 a.m. – Laredo College Veterans Day Observance at the Private David B. Barkeley Cantu Memorial Chapel

November 25 – 29, 2024 – Thanksgiving Holiday

Wednesday, December 11, 2024, 10:00 a.m. – Laredo College EMS Pinning Ceremony at LC South College of Health Sciences

Monday, December 16, 2024, Time TBD – Laredo College Graduation at the Sames Auto Arena

Tuesday, December 17, 2024, 10:00 a.m. – Laredo College Regional Law Enforcement Academy B-24 Graduation

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

**14. NEXT MEETING DATE:** Thursday, December 5, 2024, 6:00 p.m. – Regular Monthly Board of Trustees Meeting

**15. ADJOURNMENT** At 8:54 p.m., Mr. Rangel moved to adjourn the meeting. Ms. Leven-Ramos seconded the motion; motion carried.