



LAREDO COLLEGE DISTRICT

Laredo, Texas

The regular monthly meeting of the Laredo College Board of Trustees convened on Thursday, September 26, 2024, beginning at 6:01 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

Mr. Delgado called roll.

MEMBERS PRESENT

Lupita Zepeda, President

Jorge "JD" Delgado, Vice President

Jackie Leven-Ramos, Secretary
(participated via Zoom at 6:08 p.m.; left the meeting at 7:20 p.m.)

Erica Benavides Garcia

Cindy Liendo

Esteban Rangel (left the meeting at 7:09 p.m.)

Karina "Kari" Elizondo (participated via Zoom; left the meeting at 7:20 p.m.)

Ernestina "Tita" Cantu Vela

MEMBERS ABSENT

Mercurio Martinez, Jr.

OTHERS

Minita Ramirez, Ph.D.

Rusty Meurer

Heriberto Hernandez, Ed.D.

Elizabeth Rodriguez, Ed.D.

Marisela Rodriguez Tijerina, Ed.D.

Gilberto Martinez, Ed.D.

Raymundo Gonzalez

Cesar E. Vela, Jr.

Gabriel Lozano

Rene Gonzalez

Patricia Godines

Priscilla Medina

David V. Arreazola, Ed.D.

Casandra Salinas

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 APPROVAL OF THE MINUTES OF THE PUBLIC HEARING AND REGULAR MONTHLY BOARD MEETING OF AUGUST 22, 2024 AND THE BOARD WORKSHOP OF SEPTEMBER 14, 2024

Ms. Vela 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. LAREDO COLLEGE
REGIONAL LAW
ENFORCEMENT ACADEMY
– DR. HERIBERTO
HERNANDEZ**

Dr. Heriberto Hernandez, Associate Provost/Strategic & Collaborative Partnerships, acknowledged the LC Regional Law Enforcement Academy and summarized their work.

Ms. Zepeda acknowledged the presence of Ms. Leven-Ramos via Zoom.

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

Dr. Elizabeth Rodriguez, Dean of Academic Innovation & Technology, acknowledged the following individuals:

- Beatriz Flores-Martinez, eLearning Instructional Design Specialist. Her proposal "Deep in the Heart of the Great OER Texas Hold'em Migration" has been selected for presentation at Open Texas 2024
- Maria Partida, Writing Center Director. IGI Global, a leading independent academic publisher of international scientific research, has reviewed and accepted Ms. Partida's chapter proposal "AI Training and Assessment of Writing Tutors and Writing Center's Technology Pedagogy" for the upcoming book *Impact of Emergent Technologies on Writing Centers and Pedagogy*

**5.C. TEXAS HIGHER
EDUCATION
COORDINATING BOARD
STUDENT SUCCESS
ADVISORY WORKGROUP –
DR. MARISELA RODRIGUEZ
TIJERINA**

**5.D. RECOGNITION OF
PHI THETA KAPPA THETA
THETA CHAPTER
ADVISOR SERVICE – DR.
MINITA RAMÍREZ**

**5.E. LEADERSHIP
WOMEN™ TEXAS – DR.
MINITA RAMÍREZ**

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

- Lilly Gutierrez, Instructional Technology Specialist. Her proposal, “Next-Level Training and Facilitation Skills in the Digital Era”, has been selected for presentation at the Texas Computer Education Association
- Brenda Carmona, Director of Instructional Technology Center, has been appointed as an advisor for LC’s Phi Theta Kappa Chapter.

Dr. Marisela Rodriguez Tijerina, Provost/Vice President of Academic Affairs, announced that Dr. Horacio Salinas, Dean of Workforce Education, has been selected to serve on the Texas Higher Education Coordinating Board’s Student Success Advisory workgroup.

Dr. Minita Ramírez, President, recognized Dr. Laura Ramirez Cruz for her 18 years of advisor service to the LC Phi Theta Kappa Theta Theta Chapter.

Dr. Ramírez recognized Dr. Veronica Martinez, Ms. Denise Flores, and Ms. Ana Lu Ramirez for completing the Leadership Texas program.

Dr. Ramírez announced the new hires and personnel actions for the month: Luis L. Leal, Music Instructor; Richard E. Vandewalker, Music Instructor; Graciela Perez, Workforce Development Coordinator; Yvonne Delgado, Admissions Specialist II (South); Maria Robles, Admissions Specialist II (South); Andrew Martinez, Patrol Officer (South); Jennifer Chapa, LEAD Center Counselor; Gabriel Gonzalez, Technical Support Coordinator; and Sara Saldana, Data Effectiveness Coordinator.

6. FACULTY SENATE REPORT – DR. GILBERTO MARTINEZ

Dr. Gilberto Martinez, Faculty Senate President, highlighted the following instructors for their work: Dr. Mikolaj Gorecki, Professor of Music/Piano, and Dr. Rafael Romo, Kinesiology Instructor.

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

Mr. Raymundo Gonzalez, LC Student Government Association President-Elect, reported on:

- Elections
- cabinet members: president-Raymundo Gonzalez; vice president-Lindsey Ballesteros; treasurer-Britany Ruiz; secretary-Francisca Rodriguez; and senators - Magali De La Cruz Coronado, Emmely Garza, Roxanne Jimenez, Yamile Perez, Pedro Rueda, and Randy Villareal
- SGA retreat
- Cartas con causa loteria event
- SGA swearing-in ceremony

Mr. Rangel moved to bring up Agenda Item 10.K. – *Approval of Three (3) Year Agreement with Ellucian for Technology Management Services* for discussion. Mr. Delgado seconded the motion; motion carried.

**10.K. APPROVAL OF THREE
(3) YEAR AGREEMENT WITH
ELLUCIAN FOR
TECHNOLOGY MANAGEMENT
SERVICES**

Mr. Cesar Vela, Vice President for Finance and Administration, requested approval to enter into a three-year agreement with Ellucian for Technology Management Services in the amount of \$1,063,488 and approval to use the General Operating Fund Balance in the amount of \$531,744 to cover cost for the first year of the agreement. Mr. Rangel moved to approve. Mr. Delgado seconded the motion; motion carried (Ms. Leven-Ramos was not present for the vote).

Ms. Leven-Ramos and Ms. Elizondo left the meeting.

8. INFORMATION ITEMS

**8.A. ANNUAL
REPORT/UPDATE FOR
GRANTS DEPARTMENT –
MR. GABRIEL E. LOZANO**

Mr. Gabriel Lozano, Director of Grants, provided the 2023-2024 grant activity. He introduced the new grant writer, Mr. Francisco Reyes.

**8.B. ANNUAL
REPORT/UPDATE FOR
DEVELOPMENT**

**DEPARTMENT – MR.
RENE GONZALEZ**

**8.C. FLAMENCOFEST
UPDATE – MR. RENE
GONZALEZ/MS.
CHRISTINA GRECO/MS.
PATRICIA GODINES**

**8.D. FALL FEST 2024
SPONSORED BY FALCON
BANK – MS. PRISCILLA
MEDINA**

**8.E. PRESENTATION OF
LAREDO COLLEGE
SAFETY MANUAL – DR.
DAVID V. ARREAZOLA/MS.
CASANDRA SALINAS**

Mr. Rene Gonzalez, Director of Development, provided an annual review of the endowments, scholarships, employee giving, and alumni giving. He recognized the Foundation for their assistance in bringing money to LC.

Ms. Patricia Godines, Associate Professor of Dance, provided a recap of the FlamencoFest sponsored by the Prairie Foundation.

Ms. Priscilla Medina, Dean of South Campus, announced LC's Fall Fest, sponsored by Falcon Bank, which is scheduled for Saturday, October 12th, from 4:00 p.m. – 9:00 p.m. It is the 20th anniversary of the LC South campus.

Dr. David V. Arreazola, Vice President of Compliance & Risk Management, and Ms. Casandra Salinas, Safety and Risk Manager, presented LC's Safety Manual.

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 September 23rd.

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

Mr. Delgado provided a summary of the Finance & Audit committee meeting held on September 24th.

**9.C. BUILDING
COMMITTEE MEETING
REPORT – MR. MERCURIO
MARTINEZ, JR.**

Mr. Delgado provided a summary of the Building committee meeting held on September 25th.

10. CONSENT AGENDA

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

- Agenda Item 10.A. – August 2024 Preliminary Financial Report
- Agenda Item 10.B. – Approval to Extend Bank Depository Contract
- Agenda Item 10.C. – Approval of Acquisition of Serials and Periodicals Services from EBSCO Information Services
- Agenda Item 10.D. – Approval for a Five (5) Year Service Agreement with TRANE for HVAC Water Treatment Services
- Agenda Item 10.E. – Approval of Main Campus Surveillance System Update
- Agenda Item 10.F. – Approval to Purchase Battery Backup Units for Campus Network Closets
- Agenda Item 10.G. – Approval to Purchase Computer Refresh Equipment for Law Enforcement Academy Labs
- Agenda Item 10.H. – Approval Texas DIR Telecom Services Annual Renewal
- Agenda Item 10.I. – Approval of Annual Texas Connection Consortium Maintenance Invoices
- Agenda Item 10.J. – Approval for a Three (3) Year Subscription to the PyraMed5 Patient Web Portal

Mr. Delgado seconded the motion; motion carried.

11. DISCUSSION AND POSSIBLE ACTION

**11.A. APPROVAL OF
BOARD MEMBER(S)
TRAVEL AND
REIMBURSEMENT OF
REASONABLE TRAVEL
EXPENSES TO THE
SOUTHERN ASSOCIATION
OF COLLEGES AND
SCHOOLS COMMISSION
ON COLLEGES (SACSCOC)
ANNUAL MEETING AS PER**

Ms. Liendo moved to approve. Mr. Delgado seconded the motion; motion carried.

**LAREDO COLLEGE BOARD
POLICIES BBG(LOCAL):
BOARD MEMBERS,
COMPENSATION AND
EXPENSES, AND
BBH(LOCAL): BOARD
MEMBERS,
CONVENTIONS,
CONFERENCES, AND
WORKSHOPS – MS. LUPITA
ZEPEDA/MR. ESTEBAN
RANGEL/MS. ERICA
BENAVIDES GARCIA/MS.
ERNESTINA “TITA” CANTU
VELA**

**11.B. ADOPTION OF
RESOLUTION APPROVING
LAREDO COLLEGE
DISTRICT BOARD
NOMINEES OF
CANDIDATES FOR THE
WEBB COUNTY
APPRAISAL DISTRICT
BOARD OF DIRECTORS –
MS. LUPITA ZEPEDA/DR.
MINITA RAMÍREZ**

Ms. Vela nominated Ms. Benavides Garcia as LC’s nominee. Ms. Liendo seconded the nomination; motion carried.

Ms. Zepeda read the resolution.

RESOLUTION AND ORDER OF THE
LAREDO COLLEGE
TO NOMINATE A CANDIDATE TO THE WEBB COUNTY APPRAISAL DISTRICT
BOARD OF DIRECTORS

WHEREAS, pursuant to Section 6.03 of the Property Tax Code, the Laredo College has 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 6.03, 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 6.03, 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 foregoing is a necessary prelude for the preparation of the ballot by the Chief Appraiser of the Webb County Appraisal District, which ballot will be submitted 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.

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

The following persons are nominated as candidates from the Laredo College for placing on the ballot for election of the next Board of Directors of the Webb County Appraisal District:

Erica Benavides Garcia

A copy of this resolution shall be delivered to Bobby Peregoy, Chief Appraiser of the Webb County Appraisal District by or on behalf of the President, before October 15, 2024 or as soon thereafter as possible.

PASSED BY THE LAREDO COLLEGE’S BOARD OF TRUSTEES AND APPROVED BY THE PRESIDENT THIS THE 26th DAY OF SEPTEMBER, 2024.

Ms. Vela moved to adopt the resolution. Mr. Delgado seconded the motion; motion carried.

12. PRESIDENT’S REMARKS

**12.A. ANNUAL LAREDO
COLLEGE TITLE IX
REPORT – DR. MINITA
RAMÍREZ**

Dr. Ramírez reported that the Board received with their meeting materials the Title IX report as required under the Texas Education Code (TEC), Section 51.253(c).

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

Reports were provided to the Board in the meeting materials.

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

Dr. Ramírez remarked on the following:

- Recognized the executive team for their work
- Announced Dr. Esmeralda Vargas as the Dean of Health Sciences and Dr. Horacio Salinas as the Dean of Workforce Education
- Upcoming events/activities

13. NEXT MEETING DATE:

Wednesday, October 30, 2024, 6:00 p.m. – Regular Monthly Board of Trustees Meeting

Dr. Diana Ortiz, Vice President of Institutional Advancement, announced the LC Golf Tournament is on Saturday, September 28th, at 8:00 a.m. at Casa Blanca Golf Course.

14. ADJOURNMENT

At 8:10 p.m., Mr. Delgado moved to adjourn the meeting. Ms. Vela seconded the motion; motion carried.