

The Luna Light



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Volume 5 Issue 47

December 3-December 9, 2012



Several Luna Community College students were inducted into the Phi Theta Kappa International Honor Society on Thursday. Pictured (front, l-r): Cindy Armijo, Chapter Advisor; Angel Torres, holding PTK N.M. Region mascot, PAM; Sheila Martinez; Kodie Lyn Martinez; Elena Martinez; Kalah Arellanes; Ashley Jaramillo; Mikaela Hughes; Jonathan Garofalo and Dr. Twila Quintana, Chapter Advisor. (Back, l-r): LCC President, Dr. Pete Campos; Chapter Officer Destiny Torres; Chapter President, Rachel Ridgeway; Terri Stafford; Lonnie Clark; Alexandria Campos; Stephanie Calabro; Ashley Lovato and Nicholas Aragon.

Sixteen LCC students inducted into Phi Theta Kappa International Society

Sixteen Luna Community College students were inducted into the Phi Theta Kappa International Honor Society on Thursday. They are: Laticia Victoria Aragon, Nicholas B. Aragon, Kalah Lyn Arellanes, Stephanie Diane Calabro, Alexandria Marie Campos, Lonnie Clark and Jonathan David Garofalo.

Mikaela Maxine Hughes, Ashley Michelle Jaramillo, Ashley D. Lovato, Elena Rae Martinez, Kodie Lynn Martinez, Montana Jaymes Martinez, Sheila Ann Quintana Martinez, Rachel Louise Ridgeway and Terri Michelle Stafford.

Phi Theta Kappa Honor Society, headquartered in Jackson, Miss. is the largest honor society in American

higher education with over 1,250 chapters on college campuses in all 50 of the United States, Canada, Germany, the Republic of Palau, the Republic of the Marshall Islands, the Federated States of Micronesia, the British Virgin Islands, the United Arab Emirates and U.S. territorial possessions.

More than two million students have been inducted since its founding in 1918, with approximately 100,000 students inducted annually. Membership is based primarily upon academic achievement. The organization offers a myriad of opportunities for scholarships, intellectual enrichment and personal development through programs based on the Society's Hallmarks.

Luna Community College's Beta Mu Nu Chapter is recognized as one of the best. A couple of years ago, LCC's Beta Mu Nu Chapter received a Distinguished Chapter award. The award recognized LCC's PTK chapter among the 'Top 25 Chapters' out of almost 1,300 chapters worldwide.

This is the penultimate level of acknowledgement a chapter can receive from the largest honor society in the world. To be considered for this exceptional distinction, chapters submit Hallmark entries for Scholarship, Leadership and Service.

For more on Thursday's induction ceremony, see pages 4 and 5.



The LCC Human Resource staff participated in a training which covered business management and strategy, workforce planning and employment, human resource development, compensation and benefits, employee and labor relations and risk management. To complete the program each participant had to pass a test with 80 percent or better. Human resource practitioners are faced with changing compliance requirements. Professional development is critical and employees are always encouraged to improve their knowledge to provide better customer service. Pictured (l-r): Lawrence Quintana, Leticia Archuleta, Sandra Rivera and Rebecca Silva.

Weekly Activities

Monday, December 3, 2012

8:00 a.m. – 11:00 a.m. Weight Training (Vo-Ag. Bldg.)
 8:00 a.m. – 10:30 a.m. Public Speaking Class (LRC Lecture Hall)
 5:00 p.m. – 9:00 p.m. DWI Class (General Studies Room 102B)

Tuesday, December 4, 2012

8:00 a.m. – 11:00 a.m. Line Dancing (Wellness Center)

Wednesday, December 5, 2012

8:00 a.m. – 10:30 a.m. Public Speaking Class (LRC Lecture Hall)
 5:30 p.m. – 9:00 p.m. LCC Board of Trustees Regular Work Session (Student Services Bldg. 102)

Thursday, December 6, 2012

8:00 a.m. – 10:30 a.m. Public Speaking Class (LRC Lecture Hall)

8:00 a.m. – 11:00 a.m. Line Dancing (Wellness Center)

8:30 a.m. – 4:30 p.m. Citizens for the Developmentally Disabled Training (Student Services Bldg. 102)

Friday, December 7, 2012

8:00 a.m. – 11:00 a.m. Weight Training (Vo-Ag. Bldg.)

8:00 a.m. – 10:30 a.m. Public Speaking Class (LRC Lecture Hall)

8:30 a.m. – 4:30 p.m. Citizens for the Developmentally Disabled Training (Student Services Bldg. 102)

2:30 p.m. – 5:30 p.m. Public Speaking Class (LRC Lecture Hall)

Saturday, December 8, 2012

9:00 a.m. – 3:00 p.m. Defensive Driving Class (General Studies Room 102B)

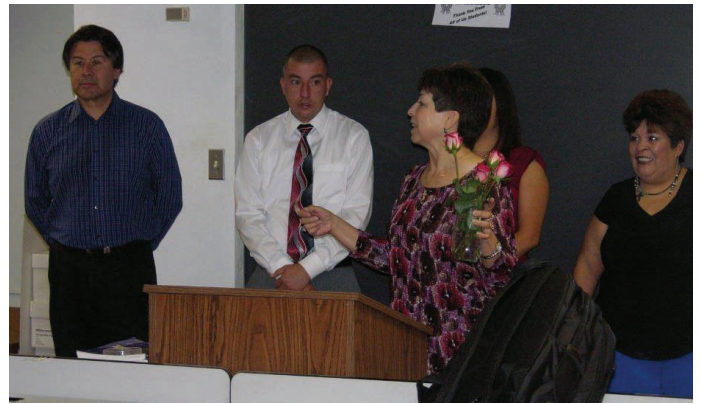
Professional Development Opportunity Spring 2013

The Leadership Challenge

STGS236: Effective Leadership, Fridays, 4-5PM, Tech 102

This course defines leadership as the ability to get things done through people. The course will provide theoretical and practical skills necessary for leadership success in both personal and professional environments. In addition, students will develop an understanding of specific theories and models that make leadership successful.

Register online or at the Office of the Registrar
 For additional information contact Dr. Vidal Martinez at
 505-670-3305 or vmartinez@luna.edu



The Luna Community College Adult Education GED class surprised its staff, Mrs. Geraldine Romero (top right), Mrs. Nancy Salmeron (above), and Ms. Carol Romero (top left) with roses and plaques that were presented to them by LCC President Dr. Pete Campos. The students planned a potluck, purchased the plaques and roses, and organized a well-thought out awards ceremony without the knowledge of the staff.

Bookstore having sale on clothing

Those of you who have been waiting to buy Luna Community College apparel may want to do so next week.

LCC Bookstore Manager Ron Duran said that all apparel will be discounted by 20 percent from Monday, Dec. 3 through Friday Dec. 7.

Among the items on sale are hoodies, which are regularly \$25. They can be purchased for \$20. For more information, you can call Duran at 505/454-2569.



Luna Community College Bookstore Manager Ron Duran displays some apparel recently. The LCC Bookstore will have a sale on clothing items from Monday, Dec. 3 through Friday, Dec. 7.

Luna CC Phi Theta Kappa International Society Induction images



Spring registration is ongoing;
hard-copy schedules coming soon



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It's time to open the curtains

By Jesse Gallegos
A Different Perspective

I lost my best friend recently. He was also my dad.

I never thought I would be saying this, but I am going to miss my dad more than I will my mom.

I went back home about seven years ago to help take care of my mom. At that time my dad was still in pretty good shape. And over the course of this time, my dad and I got close. Even if he didn't consider me his best friend, he became mine.

Like many fathers and sons we had our share of differences. Let me rephrase this, we had more than our share of differences.

What can I say about my dad; he was a marvelous man. When you are growing up, you don't see things like you do as you get older. With age comes wisdom. I got to see first-hand how marvelous of a man he actually was. I was very lucky.

One thing I will always remember about my dad is the way he took care of my mom during her last couple of years on earth. As my mom withered away with cancer—her hair thinning, her body shrinking; her wrinkles becoming more apparent;—my dad never wavered—see, in his eyes, she was still beautiful.

The Sunday before my dad died I told him that I was going to miss him a lot. He reminded me that there are many three and four year-olds out there that lose both parents at a very young age and don't know what to. In his own way he was telling me to shut-up and go on with life. He was right.

This year, I spent Thanksgiving alone at my house. I didn't cook a turkey. Instead, I bought some chicken wings and ate them with a couple of pieces of wheat bread. I also kept



Here are my parents when they got married back in the early 1940's and a photo of them during their 65th wedding anniversary. Bernadina O. Gallegos passed away in March of 2011, Jose R. Gallegos passed away on Nov. 13, 2012.

all the curtains closed and answered very few phone calls.

Someone once told me that if you haven't experienced death, you haven't experience life. The way I look at it even if we say goodbye to a loved one, the day will come when we will all be together again. And when that day comes, it won't be in hospitals with pills all over the place or with a lot of physical or emotional pain. It will be a peaceful setting where there is no jealousy or envy surrounding us. It will be a place of love and joy where we are all totally at peace.

My dad was one of the greatest workers I have ever seen. As I got older I realized that my dad was the best dad he could be. Sometimes we get fooled by what we see on television, with families taking yearly vacations, buying fancy cars or their children getting edu-

cated at colleges such as Princeton and Harvard. But that is not reality for many of us. He took care of the basics. And when it's all said and done, that's all we ever needed. In my eyes, my dad was a marvelous man and I could have not asked for anyone better. As the years went by he became a better grandfather and even a better great grandfather.

A few days ago, while I was sleeping, my dad called out and told me that his knees were hurting. I started to get out of bed to go try and take care him, but I quickly remembered that he wasn't there. It was just a dream.

Ladies and gentlemen, do the best you can for the people you love now that you have them.

There's nothing I can do; my dad is not coming back. However, it's time for me to open the curtains.

What are the e-mail etiquette rules?

By Amanda Lucero
Office Manager

Business & Professional Studies

There is a reason I decided to write an article about e-mail etiquette; the total number of people using e-mail, especially those using it for business communication. Since you are reading this article, there is a good chance that you use e-mail to communicate with others, including your boss, colleagues, clients, or prospective employers.

The following are a few rules to follow for respected e-mail:

Fill in the subject line

Even in personal e-mails. The subject line should briefly identify what you are writing about.

A salutation

Your e-mail should open by addressing the person you're writing to. Address people you don't know as Mr., Mrs., or Dr. only address someone by first name if they imply its okay to do so.

(*Dear Mr. Jones*, or *Dear Professor Smith*, (for someone you don't know well, especially if they're a superior) *Dear Joe*, or *Dear Mandy*, (if you have a working relationship with the person) you can get away with leaving out the salutation.

Write in short paragraphs

Get straight to the point – don't waste time. Split your e-mail into two to four short paragraphs, each one dealing with a single idea. Consider using bullet-points for extra clarity.

Be professional

This means, stay away from abbreviations and don't use *emoticons* (*those little smiley faces*). Don't use a cute or suggestive email address for business communications.

Watch what you say and how you say it - No yelling, please

Avoid typing your message in capital letters because **CAPS ARE**

THE EQUIVALENT OF SHOUTING. Also beware of anger and frustration in the choice of words; the recipient will hear the anger and frustration in your writing.

Use correct spelling and proper grammar

Use a dictionary or a spell checker — whichever works better for you. While you can write in a conversational tone (contractions are okay), pay attention to basic rules of grammar.

Have I proof-read my message?

Make sure your spelling and grammar are correct. Errors will make you look careless.

Sign off the e-mail - Use a sensible e-mail signature

Think of the basic rules you learned growing up, like saying please and thank you. Hopefully this is common sense. Do include your name, e-mail address, telephone number and postal address (where appropriate) your company may have some rules on these. It makes it easy for your correspondents to find your contact details. If you're writing a more formal e-mail, it's important to close it correctly.

Use *yours sincerely*, (when you know the name of your addressee) and use *Yours faithfully*, (when you've addressed it to "Dear Sir/Madam").

Even when writing to people you know well, it's polite to sign off with something such as "All the best," "Take care," or "Have a nice day," before typing your name.

I hope that this article serves us as a reminder that most of our communication is via e-mail and we have to treat it as if we were talking face to face.

Sources used:

email.replies.com *Cached - Similar*

email.about.com

101emailtipstips.com

12-tips-for-better-e-mail-etiquette.com

LUNA COMMUNITY COLLEGE IS ACCEPTING APPLICATIONS FOR THE FOLLOWING VACANT JOB POSITIONS:

- Adjunct Faculty/Per Course Instructor
Math (Santa Rosa)
- SMET Adjunct Faculty
Drafting Technology
Electronics Engineering Technology
- Temporary Part-time Substitute Teacher/Caretaker (until filled)
- Family Nursing Instructor
- Regular Part-time Financial Specialist/Cashier
Temporary PT Security Guard

FOR JOB DESCRIPTION(S) AND/OR CLOSING DATES, CONTACT THE HUMAN RESOURCES DEPARTMENT AT (505) 454-2503 OR VISIT OUR WEBSITE AT WWW.LUNA.EDU

LCC will be closed from Thursday,
Dec. 20 through Wednesday, Jan. 2
for winter break



"CHANGING LIVES...
BUILDING COMMUNITIES"
FOR ALL OF US THERE IS
LUNA COMMUNITY COLLEGE

GET A QUALITY
EDUCATION TODAY!

**REGISTRATION FOR 2013 SPRING
CLASSES BEGINS ON NOV. 15**

Print and view our schedule of classes online at www.luna.edu
Call for information at 505.454.2500 or 1-800-588-7232
REGISTER EARLY!! THE EARLY BIRD GETS THE CLASSES!

Luna CC Faculty Senate: connecting, communicating and collaborating

Submitted by Adrienne O'Brien and Charles Peterson

The key responsibility of Luna Community College's new faculty senate is to serve as collaborators and change agents.

Connecting. Our first duty is to make ourselves available to hear our constituents and our co-workers through our presence at departmental meetings; holding regular, open senate meetings; attending scheduled board and administration meetings and working with student government.

Communicating. In an effort to be a democratic organization, we will e-mail meeting minutes, invite interested participants to all senate meetings and maintain a page on Luna's website. We will prioritize and effectively communicate the concerns of our constituents.

Collaborating. We are not a faculty union, we are certainly interested in facilitating improvement by means of connection and communication. Change may be threatening to almost everyone, but it is a part of our world today and needs to be part of our institutional culture. We seek to be consensus builders – and change agents.

In the final analysis, we must be certain that we are serving the students through our collaboration with our "bosses" (the administration and board of trustees). In a greater sense, we have a responsibility to our communities: those within Las Vegas, San Miguel County, all northeastern New Mexico – and beyond. Not wishing to sound too "post-election," we must "cross the aisle" and we will only accomplish that as a team, in the broadest sense of the word. The LCC Faculty Senate is an interconnected organism. We don't just serve LCC or the faculty, but we serve a number of different constituencies, and must always bear in mind.

With the senate as an official part of Luna's organizational structure, elections were held to get us closer to having the capacity to fulfill our mission. The bylaws dictate that an election committee be formed to organize and oversee the election process. Erin Gilland (Allied Health), Chuck Peterson (Math/English), Jeanette Nolan (Humanities), Beth Juarros (SMET) and Adrienne O'Brien (Trades) all volunteered to be a part of this Committee and met for several weeks in September and October to hash out the details of the election (which were considerable!). Electronic elections were held the week of Oct. 29 to fill six senator positions, and the offices of Chair and Vice Chair. The election results are now in and the following faculty members are ready to serve as your representatives.

- Faculty Senate Chair: Charles Peterson
- Faculty Senate Vice Chair: Adrienne O'Brien
- Business/SMET Senator: Harry Anderson
- Humanities/Education/ABE Senator: Laura Gonzales
- Satellites Senator: Sherry Goodyear
- Trades Senator: Joseph Montoya
- Associate Member Senator: Ardys Otterbacher
- Allied Health Senator: Maxine Hughes
- Library Senator (ex officio): Lawrence Martinez

Although the elections committee has made extensive efforts to contact all faculty, we know that we're not reaching everyone. But we can't accomplish our mission without you. If you are a faculty member who is not receiving information about your Senate, please contact any representative above or write to: LCCFacultySenate@luna.edu.

LCC Bookstore



20% OFF

ALL APPAREL

\$25 Hoodies, NOW \$20.00

\$28 Zip Up Hoodies, NOW \$23.00

Selected Polo Shirts \$15

\$5 Rough Rider T-Shirts

Rough Rider Hats \$12

DEC 3rd – Dec 7th



Luna Community College LPN student Alyssa Gallegos gives a flu shot to Francisco Gallegos on Tuesday as LCC nursing faculty member Maxine Hughes watches. LCC nursing students gave a total of 49 injections.

