

Luna Community College
Higher Learning Commission Comprehensive Evaluation Visit
October 13-15, 2014

AGENDA

Monday

<u>Time</u>	<u>Group/Individual Meeting</u>	<u>Location / Team Member(s)</u>	
7:45	Institution Transports Team to Campus Lorraine Martinez and Designee(s)		
8:00-8:30	College Tour Moses Marquez, Director of Admission & Recruitment Erin Lopez, Admission & Recruitment	Main Campus	All
8:30-9:00	Resource Room Lorraine Martinez, Director of Title V Debbie Trujillo, Director of Education	(PO)	All
9:00-9:45	Executive Team Pete Campos, LCC President Vidal Martinez, Vice President of Academics Donna Flores, Vice President of Finance Carolyn Chavez, Director of Human Resources Elaine Luna, Director of AHEC Ron Gonzales, Director of Facilities	(PO)	All
9:45-10:30	Accreditation Team Debbie Trujillo, Director of Education Lorraine Martinez, Director of Title V Larry Paiz, Instructional Designer/ Distance Learning Pete Campos, LCC President Vidal Martinez, Vice President of Academics Rick Jaramillo, Director of Information Technologies Shirley Marlow, Director of Humanities Donna Flores, Vice President of Finance Elaine Luna, Director of AHEC	(PO)	All
10:30-11:30	SLOA Committee (Assessment) -- Faculty Vidal Martinez, Kayleen Encinias, Shirley Marlow, Connie Reichert, Cindy Armijo, Adrienne O'Brien, Leslie Dennis, Gene Sandoval, Maxine Hughes, Nichole Collins, Dolores Gutierrez, Gloria Pacheco, Jackie Arguello, Betsy Sanchez, Joseph Montoya, Debbie Trujillo & Elaine Ortega	(LRC)	All
11:30-12:00	Team Meeting/Work Resource Room	(PO)	All

12:00-1:00	Board of Trustees (Lunch) Board of Trustee Membership Paul Sandoval Food Service Coordinator	(C)	All
1:15-2:00	Academic Department Chairs Gary Martinez, Director of Vocational & Trades Debbie Trujillo, Director of Education Conni Reichert, Director of Nursing Andrellita Chavez, Director of Allied Health Shirley Marlow, Director of Humanities	(PO)	All
2:15-3:00	General Ed (Humanities & STEM) Vidal Martinez, Vice President of Academics Shirley Marlow, Director of Humanities	(PO)	All
3:00-3:45	Student Services/Library Johnathan Ortiz, LCC Registrar Renee Maestas, Director of Access Center Moses Marquez, Director of Admission & Recruitment Ron Duran, Director of Book Store Lawrence Martinez, Director of Library Paul Sandoval, Director of Cafeteria	(PO)	All
3:45-4:30	Business, Finance, and Facilities Donna Flores, Vice President of Finance Ron Gonzales, Director of Facilities Francina Martinez, Fiscal Office Urszula Abeyta, Fiscal Office Georgia Baca, Fiscal Office Evelyn Montoya, Administrative Assistant Cathy Gonzales, Fiscal Office	(PO)	All
4:30-5:15	Information Technology Staff Rick Jaramillo, IT Director Larry Paiz, Instructional Design / Distance Learning Daniel Atencio, Information Technology Matthew Bowie, Information Technology Denise Gibson, Information Technology Denise Montoya, Information Technology Julio Romero, Information Technology	(PO)	All
5:15	Team Returns to Hotel Lorraine Martinez and Designee(s)		

Tuesday

<u>Time</u>	<u>Group/Individual Meeting</u>	<u>Location / Team Member(s)</u>
7:00	Transportation to Springer/Santa Rosa Campuses Lorraine Martinez and Designee(s)	Hammonds

7:45	Transportation to Main Campus Lorraine Martinez and Designee(s)		Dare, Kinyon
8:00-8:45	Breakfast with Community Supporters Coordinator - Sarah Flores Paul Sandoval – Food Service Coordinator	(BR)	Dare, Kinyon
8:45-9:30	Open Meeting with LCC Staff Coordinator – Kayleen Encinias	(BR)	Dare, Kinyon
9:30-10:15	Faculty Senate Faculty Senate Membership	(BR)	Dare, Kinyon
10:15-11:30	Human Resources Personnel Carolyn Chavez, Director of Human Resources Sandra Rivera, Human Resources Leticia Archuleta , Human Resources Rebecca Silva, Human Resources	(BR)	Dare, Kinyon
11:30-12:15	Open Meeting with Students/Light Lunch Student Government, PTK, SkillsUSA and other Student Organizations Paul Sandoval – Food Service Coordinator Coordinator – Kayleen Encinias	(BR)	Dare, Kinyon
12:30-1:15	Open Meeting with LCC Faculty Coordinator – Kayleen Encinias	(BR)	Dare, Kinyon
1:30-2:15	Financial Aid Office Michael Montoya, Director of Financial Aid Amanda Ortiz, Financial Aid Rochelle Mueller, Financial Aid	(FAO)	Dare
1:30-2:15	Internal Evaluation Team – Title V Lorraine Martinez, Director of Title V Staff	(Title V Office)	Kinyon
2:15-3:30	Open Time for Team	(PO)	All
3:30-4:15	Institutional Research Office Abran Romero, Director of Institutional Research Denise Gibson, Lead Data Base Administrator Donna Flores, Vice President of Finance	(PO)	All
4:15-5:00	Director of Special Projects Elaine Luna, Director of AHEC	(VPO)	Dare
4:15-5:00	Student Complaints/Access Center Renee Maestas, Access Center Director	(VPO)	Kinyon

4:15-5:00	Lead Advisory Team All LCC Directors and Faculty Senate Leadership	(BR)	Hammonds
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Wednesday

<u>Time</u>	<u>Group/Individual Meeting</u>	<u>Location / Team Member(s)</u>
7:30	Transportation to Mora Site Lorraine Martinez and Designee(s)	Hammonds
7:45	Transportation to Main Campus Lorraine Martinez and Designee(s)	Dare, Kinyon
8:00-9:30	Fed Comp Curriculum Review Michael Montoya, Director of Financial Aid Vidal Martinez, Vice President of Academics	(FAO) Dare, Kinyon
9:30-10:30	Open Time for Team	(PO) All
10:30-10:45	Team Chair Meeting with President	(VPO) Hammonds
11:00	Exit Meeting Shirley Marlow, Debbie Trujillo, Lorraine Martinez, Vidal Martinez, Pete Campos, Elaine Luna, Ron Gonzales, Abelino Montoya, Rick Jaramillo, Larry Paiz, Renee Maestas, Cindy Armijo, Carolyn Chavez, Donna Flores, Victor Ramirez & Adrienne O'Brien	(PO) All
11:30	Team Departs Campus	

(PO) – President’s Office

(LRC) – Library Lecture Hall

(C) – Cafeteria

(BR) – Board Room

(FAO) – Financial Aid Office

(VPO) – Vice President’s Office (Vidal)