

**LUNA COMMUNITY COLLEGE
BOARD OF TRUSTEES
SPECIAL BOARD MEETING MINUTES**

Tuesday, May 19, 2020 @ 3:30 pm
LCC Student Success Center Board Room

Call Meeting to Order and Establish a Quorum

Roll call

Present: Madam Chair Dr. Phyllis Martinez, Madam Vice Chair Dianna Medrano, Madam Secretary Louise L. Portillos, Trustee Mark Dominguez, Trustee Kenneth Medina, Trustee Maxine L. Salas, Trustee Maximiliano G. Tenorio, Jr. (via zoom).

Also present: President Rolando Rael and SherylAnn Yara, Executive Office Manager.

Pledge of Allegiance

The Pledge of Allegiance was led by Trustee Mark Dominguez.

Approval of the Agenda

Madam Secretary Louise L. Portillos moved for approval of the Agenda. Madam Vice Chair Dianna Medrano seconded the motion.

Madam Chair Dr. Phyllis Martinez called for a roll call vote. Roll call vote was taken and reflected the following:

Chair Dr. Phyllis Martinez	Yes	Vice Chair Dianna Medrano	Yes
Secretary Louise L. Portillos	Yes	Trustee Mark Dominguez	Yes
Trustee Kenneth Medina	Yes	Trustee Maxine L. Salas	Yes
Trustee Max G. Tenorio, Jr.	Yes		

The vote for approval of the Agenda was unanimous.

Approval of the Minutes (March 10, 2020 Retreat continuation Minutes).

Madam Vice Chair Dianna Medrano moved for approval of the March 10, 2020 Retreat continuation minutes. Madam Louise L. Portillos seconded the motion.

Madam Chair Dr. Phyllis Martinez called for a roll call vote. Roll call vote was taken and reflected the following:

Chair Dr. Phyllis Martinez	Yes	Vice Chair Dianna Medrano	Yes
Secretary Louise L. Portillos	Yes	Trustee Mark Dominguez	Yes
Trustee Kenneth Medina	Yes	Trustee Maxine L. Salas	Yes

Trustee Max G. Tenorio, Jr. Yes

The vote for approval of the March 10, 2020 Retreat continuation minutes was unanimous.

Informational Items

1. Discussion – Board of Trustees plans for reopening LCC Campus, Satellites and Site.

President Rolando Rael addressed the Board and advised that he felt that is prudent that the Board, at this time start thinking about what it is we are going to do about reopening the Campus, as the final decision should be made by the Board. President Rael further stated that he can give some suggestions but ultimately wants the Board to let him know where they want to be. President Rael than advised the Board that in order to bring faculty and staff back on campus, everyone would definitely need to be tested and he believes that the first test would be free, although after that, we would be looking at paying for the testing which would probably need to occur every two weeks. President Rael then advised that as of today, the Department of Education did extend the waiver for on-line classes through the end of December and if the Institution decided that we wanted to go on-line for the Fall, that waiver is in place. President Rael then advised the Board that regarding HLC (Higher Learning Commission), they will more than likely have a virtual visit for their first visit and then a follow up.

President Rael then spoke briefly on the Legislature and possibilities of reductions with regards to the 4% and Retention Monies.

Trustee Max G. Tenorio, Jr. then asked President Rael if there is any type of plan in place for the reopening with regards to health and safety.

President Rael advised Trustee Tenorio that there is currently a plan which is being put together by our Safety and Facility Departments.

A Q & A Session ensued regarding the Institution's Pre-School opening, to returning funding received, registration, all public schools reopening, and the possibility of having registration done similar to lines at Walmart and only letting so many students in at a time to register. President Rael advised the Board that it is still in the Governor's hands as to how and when Colleges will reopen, and the Institutions for Higher Ed are currently working on a plan for submission to the Governor.

Madam Chair Dr. Phyllis Martinez then asked President Rael if he could prepare and present some type of phase I, phase II and phase III plan which would align with the plan submitted by Dr. Winograd at the next meeting.

President Rael then advised that he is not sure that NMICC would be comfortable with him sharing the plan with the Board at this time being that the plan has not been approved, but he will have a plan prepared and ready for the next board meeting.

Madam Secretary Louise L. Portillos then advised that she has not yet seen a summer schedule and asked if the classes being offered are strictly on-line or are we offering trades classes as well. Madam Secretary Louise L. Portillos then asked if we are able to open our doors come June 1st, would we then be offering trades classes.

President Rael advised that if we are able to open our doors come June 1st, the first thing we would do is work with all the incompletes before offering any courses because we do have a lot of incompletes in the trade's classes, and then look at offering trades classes.

A conversation then ensued regarding having someone live answer the school phones and being able to direct students to the departments they need to speak with.

President Rael then advised the Board that currently we do have school phone extensions going directly to department/worker's cell phones, so calls are being answered.

Executive Session

Madam Vice Chair Dianna Medrano moved that the Board convene into Executive Session. Madam Secretary Louise L. Portillos seconded the motion.

Madam Chair Dr. Phyllis Martinez called for a roll call vote. Roll call vote was taken and reflected the following:

Chair Dr. Phyllis Martinez	Yes	Vice Chair Dianna Medrano	Yes
Secretary Louise L. Portillos	Yes	Trustee Mark Dominguez	Yes
Trustee Kenneth Medina	Yes	Trustee Maxine L. Salas	Yes
Trustee Max G. Tenorio, Jr.	Yes		

The vote that the Board convene into Executive Session was unanimous.

Return to Regular Session

Madam Vice Chair Dianna Medrano moved that the Board reconvene into Regular Session where no action was taken during the Executive Session portion of this meeting. Trustee Kenneth Medina seconded the motion.

Madam Chair Dr. Phyllis Martinez then and called for a roll call vote. Roll call vote was taken and reflected the following:

Chair Dr. Phyllis Martinez	Yes	Vice Chair Dianna Medrano	Yes
Secretary Louise L. Portillos	Yes	Trustee Mark Dominguez	Yes
Trustee Kenneth Medina	Yes	Trustee Maxine L. Salas	Yes
Trustee Max G. Tenorio, Jr.	Yes		

The vote that the Board reconvene into Regular Session was unanimous.

Madam Chair Dr. Phyllis Martinez then announced that the next Board Meeting will be held on Tuesday, June 9, 2020 @ 5:30 pm in the LCC Student Success Center Board Room.

Adjourn

Trustee Maxine L. Salas moved for adjournment. Madam Chair Dianna Medrano seconded the motion.

Madam Chair Dr. Phyllis Martinez called for a roll call vote. Roll call vote was taken and reflected the following:

Chair Phyllis Martinez	Yes	Vice Chair Dianna Medrano	Yes
Secretary Louise L. Portillos	Yes	Trustee Mark Dominguez	Yes
Trustee Kenneth Medina	Yes	Trustee Maxine L. Salas	Yes
Trustee Max G. Tenorio, Jr.	Yes		

The vote for adjournment was unanimous.

Dr. Phyllis Martinez, Board Chair

Louise L. Portillos, Board Secretary

SherylAnn Yara, Recorder