



MINUTES
LUNA COMMUNITY COLLEGE
BOARD OF TRUSTEES REGULAR MEETING
Tuesday, August 13, 2024 @10:00 am
LCC Student Success Center Board Room

I. Call Meeting to Order and Establish a Quorum

II. Roll Call

Present: Madam Chair Dr. Phyllis Martinez, Madam Vice Chair Louise Portillos, Secretary Mark Dominguez, Trustee Dr. Gilbert Sena, Trustee Kenneth Medina, Trustee Rosalie Ortega, Trustee Dianna Medrano

Also Present: Arielle Toombs, CTE Administrative Assistant - Leeann Baca - Cashier, Jacob Walker – Athletics, Loretta Montoya - Finance, Will Linzie – Welding, Rico Rains – Welding, Gene Martinez – Instructor Welding, Mary Frances – Academic Center for Excellence

III. Pledge of Allegiance – Jacob Walker led the Pledge of Allegiance

IV. Approval of the Agenda

Trustee Dr. Gilbert Sena motioned to approve the agenda and Trustee Dianna Medrano seconded. Motion passed.

V. Approval of the Minutes June 11 (Regular), June 27 (Special) July 9 (Regular), and July 25, 2024 (Regular)

Trustee Dianna Medrano motion to approve the minutes as is and Secretary Mark Dominguez seconded. Madam Chair Phyllis Martinez asked for a roll call.

Madam Chair Dr. Phyllis Martinez	Yes	Trustee Kenneth Medina	Yes
Madam Vice Chair Louise Portillos	Yes	Trustee Rosalie Ortega	Yes
Secretary Mark Dominguez	Yes	Trustee Dianna Medrano	Yes
Trustee Dr. Gilbert Sena	Yes		

Motion passed

VI. Public Comment – No Public Comment

VII. Board of Trustees Updates

BOT Updates and Committee Reports

Executive Committee Updates – All members present

- Chair Dr. Phyllis Martinez informed the BOT members the continuation of the catalog is ongoing
- ATTAIN is still assisting students
- Discussed the renovation of the Allied Health Department
- Announced the next Executive meeting will be September 3, 2024 at 10:00am

Finance and Audit Committee Updates – All members present

- Chair Mark Dominguez informed the Board on the Revenue and Expenditures

- There is concern with the open vacancies

Facilities Committee

- Chair Kenneth Medina shared with the members that 5 touch screens were placed around campus
- He also shared that there will be some new upcoming projects
- Chair Kenneth Medina informed the members that the cameras have been installed and are in working condition. The Luna sites will be on the next phase of installation
- Chair Kenneth Medina gave the members a breakdown of Year Out cost to replace the HVAC
 - The labor is \$110,000.00
 - Material is \$28,775.00
 - Equipment is \$189,625.00
 - Sub-contracting is \$566,412.00
 - Will have to go out for more biddings

Academic Committee

- Chair Dianna Medrano informed the members that VP Karen Torres is working on the NCCER Accreditation (National Center for Construction Education & Research)
- The School of Business and Dental Department are working on their reaccreditation
- Foundation has a hardship fund to assist students with tuition fees

Staff and Student Recognition

- Interim President Dr. Carol Linder was happy to announce the hiring of 16 new employees – 6 in Nursing
- The new employees that attended the board meeting stood up and announce their name and where they are working

Shared Governance Report

Nothing to Report

Executive Session

Trustee Kenneth Motioned to move to go to Executive Session and Trustee Rosalie Ortega seconded. Limited Personnel Matters as permitted by NMSA 1978, Section 10-15-1(H)(2) (as amended) of the Open Meetings ACT. Madam Chair Dr. Phyllis Martinez asked for Roll Call.

Chair Dr. Phyllis Martinez	Yes	Trustee Kenneth Medina	Yes
Vice Chair Louise Portillos	Yes	Trustee Rosalie Ortega	Yes
Secretary Mark Dominguez	Yes	Trustee Dianna Medrano	Yes
Trustee Dr. Gilbert Sena	Yes		

Motion passed

Trustee Kenneth Motioned to move back to Regular Session and Trustee Trustee Dr. Gilbert Sena seconded. No action taken Madam Chair Dr. Phyllis Martinez asked for Roll Call

Chair Dr. Phyllis Martinez	Yes	Trustee Kenneth Medina	Yes
Vice Chair Louise Portillos	Yes	Trustee Rosalie Ortega	Yes
Secretary Mark Dominguez	Yes	Trustee Dianna Medrano	Yes
Trustee Dr. Gilbert Sena	Yes		

Motion passed

Interim President's Report – Dr. Linder President Updates

- Interim President Dr. Carol Linder discussed the following Preparing the Fall Semester Schedule, enrollment and Financial Aid
- Filling vacancies
- Interim President Dr. Carol Linder announced the Adobe Project to build a house with Founding from Foundation and other Grants– and offer a certificate
- Interim President Dr. Carol Linder clarified to the board members the NMHED displaced worker grant and the NMSU Donna Ana Community College funding will be used to get a build board for advertising to attend Luna Community College and will work on obtaining other Grants that will assist ICC

Action Item: Approve Contract for Dr. Loretta Montoya

Secretary Mark Dominguez motioned to approve the Contract for Dr. Loretta Montoya as CFO with July 25, 2024 job description and Madam Vice Chair seconded. Madam Chair Dr. Phyllis Martinez asked for Roll Call

Chair Dr. Phyllis Martinez	Yes	Trustee Kenneth Medina	Yes
Vice Chair Louise Portillos	Yes	Trustee Rosalie Ortega	Yes
Secretary Mark Dominguez	Yes	Trustee Dianna Medrano	Yes
Trustee Dr. Gilbert Sena	Yes		

Motion passed

Interim Vice President of Academics and Student Services Report –Ms. Karen Torres VPISS Updates

- VP Karen Torres informed the members that classes will be cancelled when the enrollment is under 5 students. Discursion is up the Academic Director, but if the student needs the class to graduate it is allowed to keep the class open
- VP Karen Torres informed that the students are being assisted with Financial Aid

Action Item: Approve Attain contract

Madam Vice Chair Louise Portillos motioned to approve a six-month extension to Attain Partners and provide financial aid assistance to the students with submission of a log with actual hours worked. Madam Chair Dr. Phyllis Martinez asked for Roll Call

Chair Dr. Phyllis Martinez	Yes	Trustee Kenneth Medina	Yes
Vice Chair Louise Portillos	Yes	Trustee Rosalie Ortega	Yes
Secretary Mark Dominguez	Yes	Trustee Dianna Medrano	Yes
Trustee Dr. Gilbert Sena	Yes		

Motion passed

Action Item: Approve NM HED 4th Quarterly Financial Certification Report

Madam Vice Chair Louise Portillos motioned to approve the 4th Quarterly Financial Certification Report and Trustee Dianna Medrano seconded. Madam Chair Dr. Phyllis Martinez asked for Roll Call

Chair Dr. Phyllis Martinez	Yes	Trustee Kenneth Medina	Yes
Vice Chair Louise Portillos	Yes	Trustee Rosalie Ortega	Yes
Secretary Mark Dominguez	Yes	Trustee Dianna Medrano	Yes
Trustee Dr. Gilbert Sena	Yes		

Motion passed

Action Item: Approve Wanda Helms CHES contract

Secretary Mark Dominguez motioned to approve Wanda Helms contract with submitted logged work hours from 8/13/2024 – 7/31/2025 and Vice Chair Louise Portillos seconded. Madam Chair Dr. Phyllis Martinez asked for Roll Call

Chair Dr. Phyllis Martinez	Yes	Trustee Kenneth Medina	Yes
Vice Chair Louise Portillos	Yes	Trustee Rosalie Ortega	Yes
Secretary Mark Dominguez	Yes	Trustee Dianna Medrano	Yes
Trustee Dr. Gilbert Sena	Yes		

Motion passed

Action Item: Approve Update to Bank Signatories

Trustee Rosalie Ortega motioned to approve to update that bank signatures and Trustee Kenneth Medina seconded. Madam Chair Dr. Phyllis Martinez asked for Roll Call

Chair Dr. Phyllis Martinez	Yes	Trustee Kenneth Medina	Yes
Vice Chair Louise Portillos	Yes	Trustee Rosalie Ortega	Yes
Secretary Mark Dominguez	Yes	Trustee Dianna Medrano	Yes
Trustee Dr. Gilbert Sena	Yes		

Motion passed

Announcement on date, time and location of next BOT Meeting(s)

Tuesday, September 10, 2024 @10:00 am – LCC Student Success Center Board Room.

Adjourn

Trustee Rosalie Ortega motion to adjourn the meeting and Trustee Dr. Gilbert Sena seconded.

Madam Chair Dr. Phyllis Martinez asked for Roll Call

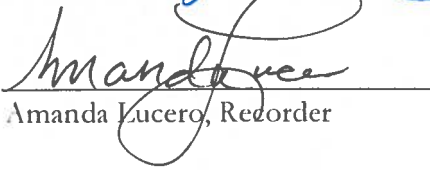
Chair Dr. Phyllis Martinez	Yes	Trustee Kenneth Medina	Yes
Vice Chair Louise Portillos	Yes	Trustee Rosalie Ortega	Yes
Secretary Mark Dominguez	Yes	Trustee Dianna Medrano	Yes
Trustee Dr. Gilbert Sena	Yes		

Motion passed

Meeting ended at 12:06pm



Madam Chair Dr. Phyllis Martinez



Amanda Lucero, Recorder