

AGENDA
LUNA COMMUNITY COLLEGE
BOARD OF TRUSTEES
REGULAR MEETING

Tuesday, December 12, 2023 @ 10:00 am
LCC Student Success Center Board Room

- 1. Call Meeting to Order and Establish a Quorum**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Approval of the Agenda**
- 5. Approval of the Minutes (November 14, 2023)**
- 6. Public Comment**
- 7. Board of Trustees Updates**
 - a. BOT Updates and Committee Reports
- 8. Board of Trustees Reorganization**
- 9. Personnel Recognition**
- 10. LCC Foundation Quarterly**
- 11. Shared Governance Report**
- 12. President's Report – President Martinez**
 - a. President's Updates
- 13. Vice President of Academics and Student Services Report – Dr. Guzman-Duran**
 - a. VPISS Updates
- 14. Vice President of Finance and Administration – President Martinez**
 - a. VPFA Updates
 - b. Revenue and Expenditure Report
- 15. Announcement on date, time and location of next BOT Meeting(s)**
 - a. Tuesday, January 9, 2024 @10:00 am – LCC Student Success Center Board Room.
- 16. Adjourn**

Minutes

LUNA COMMUNITY COLLEGE BOARD OF TRUSTEES REGULAR MEETING

Tuesday, November 14, 2023 @ 10:00 am
LCC Student Success Center Board Room

1. Call Meeting to Order and Establish a Quorum

Meeting started at 10:00am.

2. Roll Call

Madam Vice Chair Dianna Medrano,
Madam Secretary Louise Portillos (via Zoom), Trustee Mark Dominguez, Trustee Kenneth Medina, Trustee Dr. Phyllis Martinez, Trustee Rosalie Ortega - Chairman Dr. Gilbert Sena came a few minutes later.

Also Present: Karen Wezwick, Dr. Billie Gay Mathews, Rachael Lucero, Raphael D'Amato

3. Pledge of Allegiance

Trustee Kenneth Medina led the Pledge of Allegiance

4. Approval of the Agenda

Trustee Kenneth Medina motioned to approve the agenda and Trustee Mark Dominguez seconded. Called for a roll call, motion carried.

5. Approval of the Minutes (November 14, 2023)

Trustee Mark Dominguez motioned to approve the minutes with corrections and Trustee Dr. Phyllis Martinez seconded. Called for a roll call, motion carried.

6. Public Comment

No Public Comment

7. Board of Trustees Updates

Finance Committee

- Discussion on ATTAIN – Contract, amount and invoices to date
- Discussed the FY 23 revenue, expenditures and quarterly financial reporting
- Discussed the audit updates
- Discussed HLC updates

Facilities Committee – Discussion only. Trustee Mark Dominguez was concerned that he was not able to meet due to the time and his work and Madam Secretary Louise Portillos suggested to wait until the new year.

Executive Committee

Discussion included updating the Board of activities happening on campus with student outreach events such as the Northern Corridor Theatrical Competition. Discussed was SBDC events and Foundation fundraising events. Student Early Registration events and discussion to do with the budget and audit for 2023 and 2024.

Academic Committee

The Academic Committee members were informed of the latest updates on recruiting students and many other methods of communicating with students getting them registered. The committee members were updated on Attain.

8. Personnel Recognition

New hires are as follows:

- Sharrise Arellanes – Budget Administrator
- Raphael D’Amato – Director Wildlife Resiliency Training Center
- Tayari Pacheco – CDI Instructor

9. Shared Governance Report

- Student activities from student Senate show that they have done 150 hours of community services
- Participated in Dias de los Muertos
- Truck or Treat was had a good turn out

10. President’s Report – President Martinez

a. President’s Updates

HLC response submitted November 1, 2023 and will travel to Chicago to meeting with HLC hearing. President reported that the was positive. Foundation is having a Winter Festival. SBDC hosted a Business 101 Boot camp and traveled to Springer and Raton, Mora and main campus. LCC hosted a Drama Completion and opening our doors to the community.

- **Grants**

US Department of Labor grant was successfully submitted. This is a partnership between LCC, Education and Business Department and with the Education and Business department with Highlands University. Dr. Guzman took the lead with that proposal.

- **Public Relations Update**

Jesse is working making sure that Dr. Guzman is known to the public.

- **Athletics Updates**

There is no practice and no completion but the athletes are participation in community services.

Dr. Martinez wanted to inform the members that LCC has a new CDI instructor and

The HELP New Mexico has approved the Class B training programs. Dr. Martinez also told the members that they are looking to purchase a simulator using the funding that was given by the legislature last year.

11. Vice President of Academics and Student Services Report –Dr. Guzman Duran

a. VPISS Updates

ATTAIN Update

300 students have received some kind of financial assistance, awarded all New Mexico State funds and entered outside scholarships, athletic scholarships and state and federal aid into Jenzabar CX that had not been entered previously. All financial aid checks have been mailed.

12. Vice President of Finance and Administration – President Martinez

• VPFA Updates

The Controller's office and the Vice President for Finance and Administration continue to work with the auditors to complete the FY22 audit. Luna auditors sent an update letter to the State Auditor's office explaining reasons for the delay.

• Capital Improvements

Dr. Taylor met with Matt Griego to develop a reporting framework to track the college's capital improvements projects.

• Information Technology

Greg Salazar, Director of IT reported on the efforts in guiding the Workday/CHES conversion. It also reports that the New Mexico Higher Education Department has contracted with Securin to provide comprehensive Cybersecurity solutions to help New Mexico colleges protect their networks and web application.

a. Action Items: HED Quarterly Report

Vice Chair Diana Medrano motioned to approve the HED Quarterly Report and Trustee Rosalie Ortega seconded. Motion carried.

Chairman Dr. Gilbert Sena called for a roll call vote. Roll call is as follows:

Chairman Dr. Gilbert Sena called for a roll call vote. Roll call is as follows:

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

b. Action Items: ATTAIN Contract and Funding

Trustee Rosalie Ortega motioned to approve to utilize the remaining amount of \$233,000 budgeted for Attain and to extend the Attain contract until June 30, 2024.

Chairman Dr. Gilbert Sena called for a roll call vote. Roll call is as follows:

Chairman Dr. Gilbert Sena called for a roll call vote. Roll call is as follows:

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

13. Executive Session (Roll call is required)

- a. Limited Personnel Matters as permitted by NMSA 1978, Section 10-15-1(H)(4) (as amended) of the Open Meetings ACT, more specifically, relating to the President's Contract.

Madam Vice Chair Dianna Medrano motioned to go into Executive Session and Trustee Rosalie Ortega seconded. Motion passes

Chairman Dr. Gilbert Sena called for a roll call vote. Roll call is as follows:

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

14. Return to Regular Session (Roll call is required)

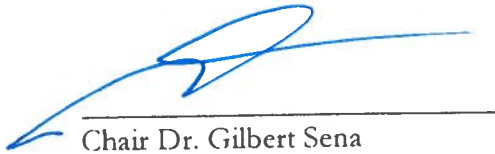
Chairman Dr. Gilbert Sena called for a roll call vote. Roll call is as follows:


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

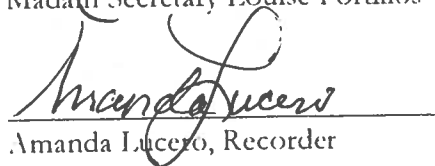
15. Announcement on date, time and location of next BOT Meeting(s)

- a. Tuesday, January 9, 2024 @10:00 am – LCC Student Success Center Board Room.

16. Adjourn


Chair Dr. Gilbert Sena


Madam Secretary Louise Portillos


Amanda Lucero, Recorder