

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

Wednesday, January 19, 2022 @ 10:00 am  
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 and Trustee Dr. Gilbert Sena.

**Also Present:** President Edward A. Martinez, Executive Office Manager Sheryl Ann Yara, Information Specialist Ray Baca, VP of Instruction and Student Services Dr. Dani Day

**Absent:** Trustee Rosalie Ortega

**Pledge of Allegiance**

The Pledge of Allegiance was led by Trustee Mark Dominguez

**Approval of the Agenda**

Trustee Dr. Gilbert Sena moved for approval of the Agenda as is. Trustee Kenneth Medina 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 Dr. Gilbert Sena	Yes

The vote for approval of the Agenda as is was unanimous.

**Action Items**

1. Review, Revise and Action to adopt Section 1460 of the Luna Community College Board of Trustees Policy – Officers of the Board and Reorganization of Officers of the Board.

At this time, LCC Legal Counsel, Dan Castille of Cuddy, McCarthy addressed the Board and advised that although he does not have a prepared presentation for the Board today,

he understands that the question here today is regarding the removal of the word unanimity from the Board Policy 1460. Mr. Castille advised that although he does not believe that all board policies should be brought before the shared governance, in his opinion, the way that Policy 1000 is written, policies changes must go through Shared Governance Council for their input and then returned to the Board for approval. Mr. Castille suggested that the Board not try to change that policy today without submission to the Shared Governance for input.

President Edward A. Martinez then advised the Board that in his opinion he feels that there is a difference in board policy and how the board chooses its officers and by asking shared governance whether someone should be voted in unanimously or by majority, puts them in an awkward position. President Martinez further advised that he does not disagree with Mr. Castille due to the way the policy is written, although he does ask that the Board consider how they include Shared Governance when it comes to this issue.

After some discussion regarding Shared Governance and Policy changing, LCC Counsel Castille advised the Board that he sees no reason why they cannot amend the Policy and then hold their election of officers, and although it should be done in January, he sees no reason why this cannot be done in February due to the possibility of the policy change.

Mr. Castille then went on to advise that he spoke with Madam Chair Dr. Phyllis Martinez a couple of weeks ago and at that time he advised her that if an election of officers does not occur, then the current officers do not change, although after further reviewing the statute, he now has a different opinion as the statute reads that the position remains through the election term, so in other words, once an election has happened, there is no president or chair until the reorganization/election is held.

Mr. Castille then advised that his recommendation to the Board is to amend the Policy and then hold their reorganization/election of officers.

Madam Chair Dr. Phyllis Martinez then advised that at this point, LCC Board does not currently have a chair.

Madam Secretary Louise L. Portillos then advised that since the Chair position is vacant, the Vice Chair who was elected at the last meeting would then take control of the meetings.

Mr. Castille then advised that the Vice Chair will serve in the capacity of Presiding Chair as opposed to Acting or Interim Chair.

Trustee Kenneth Medina then advised that he would like to see included into the Policy that the reorganization of board officers occurs every January in order to give each of the members a shot at the positions.

At this time, Madam Chair Dr. Phyllis Martinez asked Counsel if in his opinion she should continue with the meeting or if it should be handed over to the Vice Chair.

Mr. Castille advised that the Chair position is currently vacant and should be handed over to the Vice Chair.

2. Election of Officers - Chairperson

Presiding Chair, Madam Vice Chair Dianna Medrano called for the nomination.

At this time, Trustee Kenneth Medina moved/nominated Trustee Dr. Gilbert Sena to the position of Chairperson. Madam Secretary Louise L. Portillos seconded the motion.

Presiding Chair, Madam Vice Chair Dianna Medrano called for a roll call vote. Roll call vote was taken and reflected the following:

Vice Chair Dianna Medrano	Yes	Secretary Louise L. Portillos	Yes
Trustee Dr. Phyllis Martinez	No	Trustee Mark Dominguez	No
Trustee Kenneth Medina	Yes	Trustee Dr. Gilbert Sena	Yes

The vote for the motion/nomination of Dr. Gilbert Sena to the position of Chairperson did not carry unanimously.

At this time, President Martinez asked the Board what his charge is regarding the Policy issue.

President Martinez was advised that the changes will be submitted to him who then will present it to the Shared Governance Council for review, foregoing the Executive Committee and bring it back to the Board for approval at the February meeting.

At this time, Mr. Castille recommended that the Board make a motion to forego the Executive Committee in regards to this process.

Trustee Kenneth Medina moved for the foregoing of the Executive Committee regarding this issue. Madam Secretary Louise L. Portillos seconded the motion.

Presiding Chair Madam Vice Chair Dianna Medrano called for a roll call vote. Roll call vote was taken and reflected the following:

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

The vote to forego the Executive Committee regarding this process was unanimous.

**Announcement on date, time and location of next LCC BOT meeting(s)**

Presiding Chair Madam Vice Chair Dianna Medrano announced that the next scheduled Board meeting will be the Regular Board Meeting on Tuesday, February 8, 2022 @ 10:00 am in the LCC Student Success Center Board Room.

**Adjourn**

Trustee Dr. Gilbert Sena moved for adjournment. Trustee Dr. Phyllis Martinez seconded the motion.

Presiding Chair Madam Vice Chair Dianna Medrano called for a roll call vote. Roll call vote was taken and reflected the following:

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

The vote for adjournment was unanimous.

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Dianna Medrano, Presiding Board Chair  
Board Vice Chair

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Louise L. Portillos, Board Secretary

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SherylAnn Yara, Recorder