

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

Tuesday, June 11, 2019 @ 5:30 pm
Luna Community College Student Success Center Board Room

****5:00 pm – Newly appointed Trustees, Mr. Julian Jaramillo (District 5) and Mr. Martin Gonzales (District 6) were sworn in by the Honorable Christian Montano, Las Vegas/San Miguel County Magistrate Judge.*

Call Meeting to Order and Establish a Quorum

Roll Call

Present: Chairman Daniel J. Romero, Vice Chairman Kenneth Medina, Secretary Ernie Chavez, Trustee Mark Dominguez, Trustee Martin Gonzales and Trustee Julian Jaramillo.

Also Present: President Rolando M. Rael, SherylAnn Yara, Executive Office Manager, Ray Baca, Information Representative, Christina Gonzales, guest, Kenneth Bachicha, Humanities, Mrs. Jaramillo, guest, Jesse Gallegos, Public Relations, Julian Jaramillo, guest, Melissa Cordova, Registrar’s Office, Geraldine Saavedra, Registrar’s Office, Francina Martinez, Fiscal, Carolyn Chavez, Human Resources Director and Jason Brooks, Las Vegas Optic.

Absent: Trustee Eugenio Perez IV.

Pledge of Allegiance

Trustee Mark Dominguez led the Pledge of Allegiance

Approval of the Agenda

Vice Chairman Kenneth Medina moved for approval of the Agenda. Trustee Mark Dominguez seconded the motion.

Chairman Daniel J. Romero called for a roll call vote. Roll call vote was taken and reflected the following:

Chairman Daniel J. Romero	Yes	Vice Chairman Kenneth Medina	Yes
Secretary Ernie Chavez	Yes	Trustee Mark Dominguez	Yes
Trustee Martin Gonzales	Yes	Trustee Julian Jaramillo	Yes

The vote for approval of the Agenda was unanimous.

Approval of the Minutes (May 14, 2019 Regular BOT Meeting minutes)

Vice Chairman Kenneth Medina moved for approval of the May 14, 2019 Regular BOT Meeting minutes. Trustee Mark Dominguez seconded the motion.

Chairman Daniel J. Romero called for a roll call vote. Roll call vote was taken and reflected the following:

Chairman Daniel J. Romero	Yes	Vice Chairman Kenneth Medina	Yes
Secretary Ernie Chavez	Yes	Trustee Mark Dominguez	Yes
Trustee Martin Gonzales	Abstain	Trustee Julian Jaramillo	Abstain

The vote for approval of the May 14, 2109 Regular BOT Meeting minutes was unanimous.

**** 5:42 pm – Trustee Eugenio Perez IV is now present**

Public Input

Jesse Gallegos, Public Relations Officer addressed the Board requesting that the Board increase President Rolando M. Rael's contract from the fifteen (15) months which he was given. Mr. Gallegos spoke on the importance of stability and continuity as students, employees and community members need to know that there will be a leader in place to tackle the many challenges which we are currently facing here at Luna Community College. Mr. Gallegos further advised the Board that President Rael is an academician and has a sense of how responsive we must be as a college and stressed that going through another presidential search in a few months would not be healthy on several fronts, not for students, faculty, staff or the community. Mr. Gallegos again asked that the Board consider extending President Rael's contract.

Faculty Senate Report

Kenneth Bachicha addressed the Board and gave the following report:

- Faculty Senate held their lasts meeting of the semester on May 17, 2019
- Announced election results and Faculty Senate Membership for 2019-2020
- Voted on member participation for academic year, all were approved
- Chairman Bachicha submitted all end of year paperwork for Faculty Senate (Acknowledged HR Director Carolyn Chavez for her assistance in ensuring that all necessary information was accounted for
- Drafted an updated memorandum so that Faculty Senate By-laws align properly with end of year honoraria
- Will be meeting with incoming Faculty Senate officers to prepare for transition and Faculty In-service Fall 2019

Staff Senate Report

Evelyn Montoya addressed the Board and gave the following report:

- SAS Elections

The Staff Senate elections will be held on June 21, 2019 this year. There are four (4) vacancies which will be filled. Nominations have been received and candidates will be announced at their next meeting

- Other Business

Staff Advisory Senate will be presenting for BOT approval, an addendum to the SAS Constitution (Article IV, Section 2, A) and By-laws (Article II, Section 2)

Student Senate Report

No Student Senate Report

Reports – LCC President – LCC Board – LCC Committees – LCC Departmental

Chairman Daniel J. Romero advised that the Board would be holding their Summer Retreat and after a short discussion, it was determined that the Retreat would be held on July 12th & 13th.

HUMAN RESOURCES

Carolyn Chavez, Human Resources Director addressed the Board and gave the following report:

Hires: Albert Sanchez, full time Custodian, Resignations: Sara Vigil, School of Business Faculty, Leticia Griego School of Business Faculty and Michael Sena, Maintenance, Retirements: Angie Manafy, STEM.

INFORMATIONAL ITEMS

1. Discussion on signage for the College and Career Readiness Institute

Rock Ulibarri addressed the Board and advised that HED has advised that one of the items missing from the corrective action plan was signage for the ABE building. Mr. Ulibarri submitted for the Boards packets, photographs of a sign which is no longer in use and requested that he be allowed to work on the sign and have it placed at his building. Mr. Ulibarri advised that the Board would take action on his request later on in the Agenda.

2. HLC Response Update

President Rolando M. Rael advised the Board that we have received a report from HLC (Higher Learning Commission) and it has been uploaded to our website. President Rael advised that he sent an email to everyone, advising that it is up on the website. President Rael further advised that he has reviewed it and created notes on what needs work. President Rael then advised that Board that last week, a forum was held in order to work on the report which is due on or before July 12th. At the forum, (6) six groups were created for the different criterions. The groups will be submitting their information to President Rael prior to him putting the report together for submission.

3. Enrollment update on the Youth Science Program

President Rael addressed the Board and advised that the enrollment for the Youth Science Program is currently at capacity.

4. Committee Appointments

Chairman Daniel J. Romero made the following appointments:

1. Trustee Julian Jaramillo to Chair the Education Committee
2. Trustee Martin Gonzales appointment to the Finance Committee who will serve with Trustee Eugenio Perez IV.

ACTION ITEMS

1. Approval of Organizational Chart

The Organizational Chart was presented to the Board by President Rael at the May 14, 2019 Regular Board Meeting and was discussed.

Trustee Eugenio Perez IV moved for approval of the Organization Chart. Vice Chairman Kenneth Medina seconded the motion.

Chairman Daniel J. Romero called for a roll call vote. Roll call vote was taken and reflected the following:

Chairman Daniel J. Romero	Yes	Vice Chairman Kenneth Medina	Yes
Secretary Ernie Chavez	Yes	Trustee Mark Dominguez	Yes
Trustee Martin Gonzales	Yes	Trustee Julian Jaramillo	Yes
Trustee Eugenio Perez IV	Yes		

The vote for approval of the Organizational Chart was unanimous.

2. Approval of changes to Vice President of Instruction Title and Job Description.

President Rael addressed the Board and advised them of some the discrepancies in the policies aligning with said job description. President Rael advised that he would like to include Student Services as part of the incoming Vice Presidents duties. President Rael advised that this has been presented to all Directors who signed off on it. President Real then advised the Board that their packets contain a memorandum which explains the changes which would allow for us to move forward with posting the positions.

3. Approval of signage for the College and Career Readiness Institute

Rock Ulibarri presented the issue earlier under Informational Items.

Vice Chairman Kenneth Medina moved for approval of the signage for the College and Readiness Institute. Secretary Ernie Chavez seconded the motion.

Chairman Daniel J. Romero called for a roll call vote. Roll call vote was taken and reflected the following:

Chairman Daniel J. Romero	Yes	Vice Chairman Kenneth Medina	Yes
Secretary Ernie Chavez	Yes	Trustee Mark Dominguez	Yes
Trustee Martin Gonzales	Yes	Trustee Julian Jaramillo	Yes
Trustee Eugenio Perez IV	Yes		

The vote for approval of signage for the College and Career Readiness Institute was unanimous.

4. Approval of Addendum to Staff Advisory Senate Constitution (Article IV, Section 2, A) and Bylaws (Article II, Section 2).

Evelyn Montoya addressed the Board and read the addendum which approval is being requested for:

**Constitution (Article IV, Section 2, A)
By Laws (Article II, Section 2)**

In the initiating Term, Elected Members of the senate serving as President, Vice President and two staff members shall serve from January 2019 to June 2019. While the Elected Secretary/Treasurer and three staff members shall serve from January 2018 to June 2019. Thereafter, terms will run from July 1 to June 30 of each year stated in the by-laws. For the initiating term, stipends shall be paid retroactively as of 7-1-18.

**Constitution (Article V, Section 2)
By Laws (Article III, Section 1, C)**

Nominations of Candidates for initial election shall be made in writing to the Chairperson of the committee at least twenty-one calendar days prior to the date of the first election.

Trustee Eugenio Perez IV moved for approval of the addendum to the Staff Advisory Senate Constitution (Article IV, Section 2 A) and By Laws (Article II, Section 2). Secretary Ernie Chavez seconded the motion.

Chairman Daniel J. Romero called for a roll call vote. Roll call vote was taken and reflected the following:

Chairman Daniel J. Romero	Yes	Vice Chairman Kenneth Medina	Yes
Secretary Ernie Chavez	Yes	Trustee Mark Dominguez	Yes
Trustee Martin Gonzales	Yes	Trustee Julian Jaramillo	Yes
Trustee Eugenio Perez IV	Yes		

The vote for approval of the addendum to the Staff Advisory Senate Constitution (Article IV, Section 2 A) and By Laws (Article II, Section 2) was unanimous.

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

- Regular Board Meeting – Tuesday, July 9, 2019 @ 5:30 pm – LCC Student Success Center Board Room

Adjourn (Roll call is required)

Vice Chairman Kenneth Medina moved for adjournment. Secretary Ernie Chavez seconded the motion.

Chairman Daniel J. Romero called for a roll call vote. Roll call vote was taken and reflected the following:

Chairman Daniel J. Romero	Yes	Vice Chairman Kenneth Medina	Yes
Secretary Ernie Chavez	Yes	Trustee Mark Dominguez	Yes
Trustee Martin Gonzales	Yes	Trustee Julian Jaramillo	Yes
Trustee Eugenio Perez IV	Yes		

The vote for adjournment was unanimous.

Daniel J. Romero, Board Chairman

Ernie Chavez, Board Secretary

SherylAnn Yara, Recorder

