

Academic Leadership  
Tuesday, December 3, 2019 - 10:00 am  
STEM Conference Room

**Present:** Linda Salazar, Dr. Kenneth Patterson, Maxine Hughes, Denise Gibson, Lita Bernal, Joe Salas, Geno Castillo, Brenda Ortega, Francisco Apodaca and Mary Duran (Liaison)

A quorum was established.

**Call Meeting to Order.** Maxine Hughes called the meeting to order at 10:06 am.

**Approval of Agenda.** Francisco Apodaca entertained a motion to approve the agenda as presented; Geno Castillo seconded the motion. All were in favor; the motion carried.

**Approval of Minutes - October 1, 2019.** Francisco Apodaca entertained a motion to approve the minutes as amended; the motion was seconded by Geno Castillo. All were in favor; the motion carried.

Joe Salas requested that the minutes of October 1, 2019 be reopened as his name was left out of those present. Lita Bernal entertained a motion to approve the minutes as amended; the motion was seconded by Joe Salas. All were in favor; the motion carried.

**Approval of Minutes - November 5, 2019.** Francisco Apodaca entertained a motion to table the approval of the November 5, 2019 minutes; the motion was seconded by Lita Bernal. All were in favor; the motion carried.

### **Old Business**

- Student Athletes - Maxine Hughes noted that Carl Vigil was not able to be present today as he is short staffed at this point in time. Maxine advised the group that she had a conversation with Carl Vigil regarding the advisement of athletes; he noted that Jessica did what needed to be done but coaches need some advisement training and maybe a meeting on how to assist the athletes. Maxine gave suggestions like study groups. He thought it didn't matter if a student didn't complete a degree here as long as they were successful then Luna endeavors are successful. Maxine explained that if they do not get a completion our funding is affected. Cars doesn't tag athletes so Denise Gibson asked for a list of names and id's. Athletic advisor suggested by Francisco - as soon as student declares.
- There was a lengthy discussion on student athlete advisement; it was agreed that they be referred to the program advisor.
- The group agreed that there be a meeting with the coaches and advisors. Lita Bernal entertained a motion; motion was seconded by Geno Castillo.

### **New Business**

- HLC Letter - we will hear about it more next week about what needs to be done. An update will be provided at the in-service next week per Vice President Patterson. There was some discussion about timelines, ways to measure, if we are reaching our goals and plans/ objectives.
- Program Reviews were discussed and it was agreed the same format will be used. Mary will resent out the template and Lita Bernal will send out the one with formulas.
- Program Assessment
  - Francisco noted Nichole and Betsy will discuss a simplified way at In-service

### **Shared Governance Report**

- Lita Bernal explained that Shared Governance have been working on a few things - different models and different ways and where committees stand.

### **Department Reports.**

Geno Castillo reported:

- He, along with instructors/students, attended SEMA Conference in Las Vegas Nevada last month. They learned about new products in the after- market industry. There were companies who donated to Luna Community College. We also learned of possible job placements for our students once they graduate.
- Nine out of ten Vocational students earned their AWS certification
- Welding apprenticeship was offered to Luna students in the Las Vegas area as well as Los Alamos.
- The CDL program has 100% pass rate
- We have four graduates for fall 2019, two barbers, one auto collision, and one welding.
- Looking at implementing the creation of the diesel and motorcycle mechanic courses.

Brenda Ortega reported:

- 11-6-2019 - Attended the Lab School Collaborative meeting in Albuquerque at UNM. Items discussed included a trip that the SFCC preschool and education staff took to Italy to get a firsthand look at Reggio Emilio schools and teaching methods; opportunities for ECED PD re: the National Coalition for Campus Children's Centers; grant opportunities such as those from the BrindleFoundation.org or from campuschildren.org; planning for the upcoming legislative session to lobby legislators for a permanent fund for ECED and bills for quality care in ECED; and wage increases for ECED professionals. Brenda toured the UNM Children's Campus.
- 11-7-2019 – Attended the Preschool Development Grant Strategic Planning Meeting in Albuquerque to identify needs, gaps and strengths in ECED at all levels. The first Secretary of the new Early Childhood Education and Care Department Ms. Elizabeth Groginsky addressed the attendees. She is from Washington, D.C., where she has been assistant superintendent of early learning for the District of Columbia since 2014.
- 11-8-2019 – Attended the NM ECED HED Taskforce meeting where discussion focused on the information from the last two days. A new Early Learning Advisory Council member was elected. It is Catron Allred from CNM. HED Cabinet Secretary Kate

O'Neill addressed the attendees gave a status report on the scholarships for the GYOT and Teacher Prep that were awarded statewide. The Executive and Legislative departments are expected to work together to make monies available for SY 2020-21.

- 11-11-2019 – The preschool students participated in the Veterans Day activities. It was widely appreciated. A picture of one of our preschoolers handing a handmade gift to a Veteran made the front page of the Optic.
- 11-12-2019 – Brenda and Tycie attend the Transition to Praxis meeting at the legislature. Higher Ed students will still be able to take the NES until August 2020 but the transition to Praxis will begin in January. Praxis representatives gave a full report on how the test works and how it is better than the NES. We plan on having our graduate candidate AA students take and pass the test prior to their departure so that they will be ready to transition to a four year institution more smoothly.
- 11-25-19 – The department had its first Advisory Council meeting. Six people were invited; four showed up. Brenda got a cross section of people involved in ECED as part of the Council—Ali Gonzales, owner of Bright Beginnings; Dr. Loretta Salazar, former Education professor; Rosemarie Salinas, WLVS elementary principal; Frankie Garcia, Education student/preschool parent/preschool sub; Geralyn Montoya, school counselor/Spanish teacher; Tina Sione, CYFD. Since it was the first meeting they discussed the current status of the program and goals and objectives for future collaboration.
- 11-26-2019 – Bella and Tycie met with Dr. Patterson, Donna and Evelyn for a budget review and strategic planning meeting. Bella and Brenda will prepare a proposal to hire a third teacher and work on hiring a lead teacher in lieu of Martha's retirement on January 28, 2020.
- 12-2-2019 – Brenda, Tycie, Jane Clark, and Ali Gonzales met with Dorothy Kerwin from the UNM Family Development Program to plan for FREE training from the OCD in February and March. There will be two days for a Mind in the Making training and then two days for Early Childhood Collaborative Leadership Institute. The obligations of the planning committee are to solicit and recruit ECED professionals, provide the training space (*at LCC*), set up/take down, provide drinks and healthy snacks, coordinate the lunch caterer, etc. All area ECED professionals will be solicited to attend.

Francisco Apodaca reported:

- It has been a busy month for STEM and Allied Health
- The STEM club provided 69 turkey boxes; the majority were Luna students and some community members.
- STEM needs an instructor for Geology.
- At this point in time, Francisco Apodaca noted, he does not have a number of finishing and completions for his departments.
- STEM is trying to maximize GE certificates and Microsoft suite credentials.
- STEM is trying to increase CS. Degree completions by Friday for fall 2019 and many more for spring. He has identified several who had not declared.
- Allied Health - busy growing. He has identified two instructors who would work as adjuncts in both areas - both highly qualified.
- Spoke with president about AH expanding FT. using SF community college for EMT met with director of EMT (using local fire services - instructors)

- Funding - grant awarded through regional last September for externships for business with SBDC. There is monies available.
- Working with President to get Foundation up and running.
- Received another grant from Los Alamos.
- The robot rodeo - projected for February and will invite the local high schools.
- Working with President on programmatic equipment wish list up to \$500,000. Joe Salas needs a plasma cutter (CNC) - Geno to follow up.

Linda Salazar reported:

- Things are winding down - Trying to get back all the math textbooks
- Lend out laptops for nursing
- Seeing regulars - plans that they use it as a third place.
- If we don't have what is needed we can order it.

Maxine Hughes reported:

- Had Advisory meeting in November; 23 attended, 15 were from outside where we have clinical. It is in conjunction with NMHU. Working with them on articulation.
- Need more CNA's
- Blood drive 25 units donated - student nursed added bone marrow registry screening - now listed 13. Students were training - webinar and they did the collections.
- FLU shots - student gave 96 people and the Department of Health did 15.
- TEAS test prep - have been doing initiative with AH

Denise Gibson reported:

- Cleaning up for fall semester - double checking classifications/ majors and working with departments to fix them.

Lita Bernal reported:

- 242 courses were presented to consortium for articulation; 26 courses will be submitted this semester.
- Talked about business articulation BUS1110 vs 150 vs 105. Francisco Apodaca is not in agreement with this; he noted that Dr. Surdi is not comfortable with two added concepts
- Needs a FT accountant

Joe Salas reported:

- Geno Castillo and some of his staff visited the automotive shop in Santa Rosa; they are looking at hiring an automotive instructor and getting it up and running again.
- Art Arguello, the Santa Rosa welding instructor passed away; we are now looking for another welding instructor
- He noted that satellite students do not get advised. Francisco Apodaca to bring up to the advisement committee.
- Jose Salas reminded everyone that today would be his last meeting, as he will be leaving Luna to take on another job elsewhere.

Dr. Anita Roybal's report provided by Vice President Patterson:

- The Media Arts show case will be Thursday, December 5, 2019, 5:00 pm -7:00 pm
- Criminal Justice has the final Thursday, December 5, 2019, downtown at Court House; there will be real attorneys and Judge Baca from 12:00 pm -1:00 pm.
- There will be a presentation at CNM in January 2020 and there will be another one in January in service. This type of teaching has resulted in a 100% retention rate.
- Humanities Department sponsored the "Readings on the Hill; they had approximately 100 people in attendance. Brenda Ortega and her father, Mr. Juan Ortega, presented.

**Next Meeting: date, time & place – TBA**

**Adjourned** -The meeting adjourned at 11:33am. Lita Bernal entertained a motion to approve; motion was seconded by Maxine Hughes.

Minutes taken by: Harry O. Jones Approved 1/24/2020

Academic Leadership Chair Maxine Hughes Date 1/24/2020