

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

Tuesday, September 10, 2019 – 5:30 pm
Luna Community College Student Services Board Room

Call Meeting to Order and Establish a Quorum

Roll Call

Present: Chairman Daniel J. Romero, Vice Chairman Kenneth Medina, Trustee Mark Dominguez and Trustee Eugenio Perez IV.

Also Present: President Rolando Rael, Executive Office Manager, SherylAnn Yara, Information Specialist, Ray Baca, Renee Maestas, Student Services, Roxanne Garcia, Student Senate, Dr. Kenneth Patters, Vice President of Academics and Student Services, Kesley Kendall, Las Vegas Daily Optic, Lita Bernal, School of Business Director, Melissa Cordova, School of Business, Breanna Gould, Nursing/Faculty Senate Chair, Maxine Hughes, Nursing Director, Matthew Bowie, IT Director, Larry Fields, Humanities, Carolyn Chavez, Human Resources Director, Carl Vigil, Athletic Director/Wellness Center, Elaine Luna, AHEC Director, Sierra Fernandez, Allied Health/R&C Committee Chair, Dave Kavanaugh, Public Relations.

Absent: Secretary Ernie Chavez, Trustee Martin Gonzales and Trustee Julian Jaramillo.

Pledge of Allegiance

The Pledge of Allegiance was led by Trustee Mark Dominguez.

Public Input

There was no public input during this meeting.

Approval of the Agenda

Vice Chairman Kenneth Medina moved for approval of the Agenda with no changes. 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
Trustee Eugenio Perez IV	Yes		

The vote for approval of the Agenda with no changes was unanimous.

Approval of the Minutes

Vice Chairman Kenneth Medina moved for approval of the 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	Yes	Trustee Julian Jaramillo	Yes
Trustee Eugenio Perez IV	Yes		

The vote for approval of the minutes was unanimous.

5:33 pm – Secretary Ernie Chavez, Trustee Martin Gonzales and Trustee Julian Jaramillo are now present.

Reports – Board – Committees – Departmental

FACULTY SENATE REPORT

Breanna Gould addressed the Board and gave the following report:

1. **What is Faculty Senate Working on?**
 - A. Faculty Senate held a Special Election from August 22 through August 29, 2019 and filled all vacant positions (Senator of Humanities, Adult Basic Education, and Early Childhood, Senator of STEM and Business and Senator of Allied Health and Nursing).
 - B. The next Faculty Senate meeting will take place Friday, September 13, 2019 @ 2:00 pm.
 1. Agenda items include:
 - Faculty Evaluations/Service
 - Shared Governance Resolution/Council Representation
 - Faculty Handbook Revisions
 - Course Scheduling
 - Campus Climate Survey Results (HLC Report)
 - General Faculty Assembly
 - Advisory Committee Formation
2. **Meet your faculty**
 - A. Larry Fields – Senator of Humanities, Adult Basic Education and Early Childhood.

STUDENT SENATE REPORT

Roxanne Garcia, Student Senate Chair addressed the Board and gave the following report:

- Student Senate held a meeting on August 23, 2019 and will be meeting again on Friday.
- Student Senate will be filling four (4) positions, Secretary, Treasurer and two Senators.

HUMAN RESOURCES

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

Hires:

- Lisa Bentson, Full-Time Adult Education Faculty/Staff, effective 8/5/19
- Alicia Chacon, Full-Time Student Services Specialist – Registrar's Office, effective 8/12/19
- Ida F. Valdez, Full-Time Financial Specialist 1 – Cashier, effective 8/12/19
- Larry Fields, Full-Time Humanities Instructor-English, effective 8/12/19
- Geno Castillo, Full-Time Trades/Vocational Education Director, effective 8/14/19
- Melissa Cordova, Senior Financial Aid Advisor, effective 8/18/19
- Steve Wallace, Head Softball Coach, effective 8/26/19
- Dr. Kenneth Patterson, Vice President of Instruction and Student Service, effective 9/9/19

Resignations/Terminations

- Kenneth Bachicha, Humanities Instructor, effective 8/5/19
- Geno Castillo, STEM Instructor, effective 8/14/19
- Brenda Wagoner, School of Business Faculty/Staff, effective 8/12/19
- Melissa Cordova, Student Services Specialist 2, effective 8/16/19
- Amanda Ortiz, Full-Time Dual Credit and Transfer Coordinator, effective 8/28/19

For a list of current job postings, please refer to handout.

Trustee Mark Dominguez requested a print out of all hires, resignations, terminations and job listings at all meetings.

Vice President of Instruction and Student Services, Dr. Kenneth Patterson addressed the Board and gave a brief bio about himself. Dr. Patterson advised that the college is astounding and advised that he is thrilled to be a part of Luna.

Informational Items

HLC Update

President Rolando Rael addressed the Board and advised that yesterday we submitted our response to HLC in regards to what we are doing. President Rael advised that it was not a long report but covered what was required. President Rael went on to advise the Board that last week we completed a campus climate survey which was done by staff and will eventually come before the Board. President Rael advised that out of 134 surveys we received 100 back, which is a good number. President Rael advised that HLC wanted to know how our enrollment was, and we are happy to say that we are up 7% which is significant, with an increase in student credit hours.

President Rael went on to inform the Board that the Foundation has held two meetings, and we are currently working issuing scholarships and we are hoping to get some money from LANL which will be used toward the robotic rodeo. President Rael advised that we would also like to include other small schools that are way out there and do not have an opportunity to do this.

FORMAL RFP FOR LEGAL SERVICES

President Rael advised that Board that our contract with Legal ends on the 9/12/19 so we are now in the process of preparing a formal RFP which will be set at \$60,000 cap. President Rael advised that we are hoping to bring the issue before the Board at their November meeting.

ENERGY AUDIT INVOICE PAYMENT

Chairman Daniel J. Romero advised that HED (Higher Learning Commission) is requesting that all Higher Ed or 2 year colleges look at energy savings. Vice Chairman Kenneth Medina then echoed, advising that if we are looking a requesting money from the state, we need to start working with some type of energy savings entity.

A lengthy discussion ensued regarding the YEAROUT Energy audit as well as the improvements and upgrades which are desperately needed on the LCC Campus.

Action Items

1. Approval of RPSP's (Athletics, Retention & Completion (R&C), Shared Services and Nursing.

Trustee Eugenio Perez IV moved that each RPSP be voted on individually. Trustee Mark Dominguez seconded the motion.

The vote to vote on the RPSP's individually was unanimous.

ATHLETICS RPSP REQUEST

Carl Vigil, Wellness Center and Athletic Director addressed the Board with his RPSP request of \$496,200.

After some questions, Trustee Eugenio Perez IV moved for approval of the Athletics RPSP. Trustee Martin Gonzales 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 Athletic RPSP request was unanimous.

RETENTION & COMPLETION (R&C) RPSP REQUEST

Sierra Fernandez, R&C Chair, addressed the Board with the Retention & Completion (R&C) RPSP request of \$530,600.00.

After some questions, Trustee Martin Gonzales moved for approval of the R&C RPSP. 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 Retention & Completion (R&C) RPSP request was unanimous.

SHARED SERVICES RPSP REQUEST

Matthew Bowie, Director of IT addressed the Board with his RPSP request of \$400,000.00.

After some questions, Secretary Ernie Chavez moved for approval of the Shared Services RPSP. Trustee Julian Jaramillo 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 Shared Services RPSP request was unanimous.

NURSING RPSP REQUEST

Maxine Hughes, Nursing Director addressed the Board with her RPSP request for \$267,000.00.

After some questions, Trustee Mark Dominguez moved for approval of the Nursing RPSO request. Trustee Julian Jaramillo 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 Nursing RPSP request was unanimous.

2. Approval of Academic Leadership By-laws

Maxine Hughes, Nursing Director addressed the Board and advised that the Academic Leadership Committee By-laws were provided for their review in their packets. Ms. Hughes advised Board is approval of the Academic Leadership Committee By-laws is a requirement.

After a brief discussion, Trustee Martin Gonzales moved for approval of the Academic Leadership Committee By-laws. 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 Academic Leadership Committee By-laws was unanimous.

3. Report of Actuals

Vice President of Finance/CFO, Donna Flores-Medina addressed the Board and advised that information regarding the report was provided for their review in their packets. Ms. Flores-Medina asked why the report was so lengthy and complicated. Ms. Flores-Medina advised that this is the format she is instructed to follow by HED (Higher Education Department). ***(Please refer to 74 page document for further information)***. After a lengthy discussion, Vice Chairman Kenneth Medina moved for approval of the Report of Actuals. Trustee Julian Jaramillo 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 Report of Actuals was unanimous.

4. BAR's (Budget Adjustment Request) – (Dual Credit – Employment – Note takers)

Renee Maestas, Student Success Center Manager addressed the Board and advised that the request is in order that the Student Success Center be able to hire note takers who will assist students with disabilities.

Trustee Mark Dominguez moved for approval of the BAR. 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 BAR (Budget Adjustment Request) was unanimous.

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

- LCC Regular BOT Meeting – Tuesday, October 1, 2019 @ 5:30 pm – LCC Student Success Center Board Room.

Adjourn

Vice Chairman Kenneth Medina moved for adjournment. Trustee Eugenio Perez IV 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