

**LUNA COMMUNITY COLLEGE
BOARD OF TRUSTEES
SPECIAL MEETING MINUTES**
Tuesday, December 3, 2019 – 1:00 pm
LCC Student Success Center Board Room

Call Meeting to Order and Establish a Quorum

Roll call

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

Also present: Dr. Kenneth Patterson, Vice President of Academics, Kelsey Kendall, LV Daily Optic, Max Tenorio, Jr., Maxine Salas, new BOT, June Lopez, SAS, Carolyn Chavez, Human Resources Director, Joseph Smith, Maintenance, Matthew Cordova, Physical Plant, Lawrence Vigil, Physical Plant/Staff Senate, Elaine Luna, MDN/AHEC, Levitt Baca, Purchasing, Jessica E. Flores, Athletics/SAS, Georgia A. Baca, Fiscal/SAS, Larry Fields, Humanities, Vanessa Velasquez, School of Business, Lita Bernal, School of Business Director, Karen Wezwick, Vocational Trades/SAS, Amanda Lucero, Humanities/SAS, Geno Castillo, Vocational Trades Director, Amber Scarver, Registrar's Office and Melissa Cordova, School of Business.

Absent: Chairman Daniel J. Romero and Trustee Eugenio Perez IV.

Pledge of Allegiance

Secretary Ernie Chavez led the Pledge of Allegiance.

Public Input – No public input

Faculty Senate Report – No Faculty Senate Report

Staff Senate Report

Staff Advisory Senate President Amanda Lucero addressed the Board and gave the following report:

- I. Employee Recognition/Informational Luncheon
Wednesday, December 11, 2019 at 11:00 am
 - a. Administration will provide update
 - b. Employee recognition pins and certificate
 - c. Luncheon following employees recognized
- II. Met with President Rael for future advisement and support

- III. Future Projects
 - a. Review Staff Policy Handbook
 - b. Employee training

IV. Prepare for HLC Visit

Reports – LCC Board – LCC Committee – LCC Departmental

Human Resources:

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

Hires:

Joseph Smith, Maintenance
Geraldine Saavedra – Dual Credit

Academic Update:

Dr. Kenneth Patterson, Vice President of Academics addressed the Board and gave the following report:

- Early registration is progressing and a benefit we were seeing is the ability across the board to work with individual students to resolve registration issues such as scheduling, completion, overloads, course substitutions. It also gives us a clear view toward student completion.
- We are seeing impressive student results in Trades with a 90% certification rate in welding and a 100% pass rate in CDL. We are also compiling a list of equipment needs in Trades programs so that we can replace some of our older equipment that is causing problems and in providing some new technology.
- Luna's Humanities Department hosted Reading on the Hill, a program of student presentations based largely in original writings and poetry, but also music, debate, and personal experiences presentations. There were more than 100 students attending, with lunch provided.
- The Criminal Justice program will be holding a finals presentation in the District 4 Courthouse to complete the course Criminal Law. That will be Thursday from 11-2. There will be an actual hearing from 12-1, complete with attorneys, bailiffs, reporters, and a judge. This ends the semester of a new approach of instruction with this program providing hands-on, practical experiences in training future law enforcement professionals, Jason Killian, our Criminal Justice instructor will be leading a panel presentation, both on campus and at the CNM Teaching and Learning conference in Albuquerque, January 10th. This an opportunity for Luna to present a more effective approach to student engagement which results in higher retention and completion rates.

- There will be a Media Arts Student Showcase Thursday, December 5th, focusing on the semester's work of Media Arts students. That will be 5-7 in the Media Arts Center.
- And a congratulation to Luna's School of Business program for a national ranking by intelligent.com. The School of Business was ranked 2nd, nationally, for affordability in the Associate of Arts Business Administration degree program. This ranking was 2nd to Penn State and places the School of Business in a prestigious national spotlight. Congratulations to Lita Bernal, the Director of the School of Business, as well as a dedicated and focused faculty and staff.

Intelligent.com is a free, privately-supported website that is editorially independent. Their mission is to provide unbiased, accurate, and fact based information on educational programs.

Informational Items

1. Update/Announcement on HLC decision regarding Luna Community College status.

President Rolando Rael read to the Board and audience, the letter from HLC placing Luna Community on probation. ***For complete letter, refer to the Luna Community College website.***

Action Items

1. Approval of RFP#020 LCC-002 – Legal Services.

Before any discussion engaged regarding this item, Trustee Mark Dominguez moved to table the items requesting further information. Trustee Julian Jaramillo seconded the motion.

Vice Chairman Kenneth Medina called for a roll call vote. Roll call vote was taken and reflected the following:

Vice Chairman Kenneth Medina	Yes	Secretary Ernie Chavez	Yes
Trustee Mark Dominguez	Yes	Trustee Martin Gonzales	Yes
Trustee Eugenio Perez IV	Yes		

The vote to have this item tabled was unanimous.

2. Approval of the 2020 Open Meetings Act Resolution.

Executive Office Manager SherylAnn Yara addressed the Board and advised that the annual adoption of the Open Meetings Act Resolution is mandated by State Law. Mrs. Yara also advised that Board that this Resolution mirrors the 2019 Resolution.

Trustee Julian Jaramillo moved for approval of adoption of the 2020 Open Meetings Act Resolution. Secretary Ernie Chavez seconded the motion.

Vice Chairman Kenneth Medina called for a roll call vote. Roll call vote was taken and reflected the following:

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 adoptions of the 2020 Open Meetings Act Resolution was unanimous.

Acknowledgements

Plaques were issued to Chairman Daniel J. Romero, Vice Chairman Kenneth Medina and Secretary Ernie Chavez for 6 years of dedicated serviced to LCC. Certificates of appreciation were issued to the remaining Trustees.

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

- LCC Special BOT Meeting/Swearig in ceremony – Tuesday, January 7, 2020 @ 5:30 pm – LCC Student Success Center Board Room.

Adjourn

Trustee Martin Gonzales moved for adjournment. Trustee Julian Jaramillo seconded the motion.

Vice Chairman Kenneth Medina called for a roll call vote. Roll call vote was taken and reflected the following:

Vice Chairman Kenneth Medina	Yes	Secretary Ernie Chavez	Yes
Trustee Mark Dominguez	Yes	Trustee Martin Gonzales	Yes
Trustee Julian Jaramillo	Yes		

Kenneth Medina, Board Vice Chairman

Ernie Chavez, Board Secretary

SherylAnn Yara, Recorder