

**LUNA COMMUNITY COLLEGE
BOARD OF TRUSTEES
REGULAR MEETING MINUTES**
Tuesday, September 8, 2020 @ 4:30 pm
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 Maxine L. Salas

Also Present: Dr. Kenneth Patterson, Interim President, SherylAnn Yara, Executive Office Manager, Ray Baca, Informational Specialist, Maxine Hughes, Interim Vice President of Academics and Student Services/Nursing Director, Amanda Lucero, Humanities/Staff Senate, Carolyn Chavez, Humanities, Patricia Trujillo, AP/Fiscal Office, Georgia A. Baca, Fiscal/Staff Senate, Carl Vigil, Athletics/Wellness, Matthew Bowie, host (via zoom), Mario Romero, Student Senate (via zoom), Breanna Gould, Shared Governance/Allied Health (via zoom), Jason Killian, Criminal Justice/Faculty Senate (via zoom), Kimberly Baca, Criminal Justice/Faculty Senate (via zoom), Linda Salazar, LRC/Staff Senate (via zoom) and Sherry Goodyear, Staff Senate (via zoom)

Absent: Trustee Maximiliano G. Tenorio, Jr.

Approval of the Agenda

Trustee Kenneth Medina moved for approval of the Agenda with no changes. Madam Louise L. Portillos seconded the motion.

The motion for approval of the Agenda with no changes did carry.

Approval of the Minutes – August 11, 2020 Regular Meeting Minutes

Trustee Mark Dominguez moved for approval of the August 11, 2020 Regular Meeting Minutes. 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 Maxine L. Salas	Yes

The motion for approval of the August 11, 2020 Regular Meeting Minutes was unanimous.

Public Comment

There was no one present for public comment during this meeting.

Faculty Senate Report

Jason Killian, Faculty Senate Chair addressed the Board (via zoom) and gave the following report:

Faculty Senate hosted a successful election to fill vacant Senator positions. Every Senator position was up for election and was filled during a special election held on August 14th – 19th. The following Senators were elected:

- Senator of Allied Health: Chantel Rivera
- Senator of Associate (Adjunct) Members: Kimberly Baca
- Senator of Career and Technical Education (Trades): Gene Sandoval
- Senator of Humanities, Adult Education and Early Childhood Education: Larry Fields
- Senator of Satellite Campuses: Sherry Goodyear
- Senator of STEM and Business: Rachel Lucero
- Senator Ex-Officio/LRC: Linda Salazar

The first meeting of the Academic Year was held on August 28th. At this meeting, we sat 8 Senators, filling the vacant Senate positions. The second Agenda item focused on filling the Vice Chair position. Currently the Vice Chair position is open due to the resignation of the Chair. A special election committee was formed to fill this position. An update will be available after the next Faculty Senate meeting on September 4th.

The final agenda item focused on the appointment of Secretary. Sherry Goodyear volunteered to serve as Secretary and was voted into the position. Her seat will become open and the special election committee will solicit nominations for this Senator seat as well as Vice Chair.

Future items to be discussed by Faculty Senate include the progress made by the Special Election Committee and by-law revisions to ensure meetings can happen electronically when required due to COVID-19. Suggestions for changes to the by-laws will be discussed at the September 4th meeting and an update available at the September 8th Board of Trustees meeting.

Staff Senate Report

Amanda Lucero, Staff Senate Chair addressed the Board and gave the following report:

Revised Staff Advisory Senate Constitution and By-Laws

- a. Name Change – Staff Senate (passed)
- b. Integration of Constitution and By-Laws (passed)
- c. Reviewed the Constitution and By-Laws, Articles I & II and made recommendations to change
- d. Continue working on Constitution and By-Laws

Future Projects

- a. Staff Senate promoting the Christmas Luminaria Display

Student Senate Report

Student Senate President, Mario Romero addressed the Board and gave the following report;

Mr. Romero advised the Board that on behalf of Student Senate, Janice Medrano delivered a goodie bag for each one of the Board Members. Mr. Romero then advised that Student Senate is starting the new semester with 5 members including Janice Medrano who is the Student Advisor. Mr. Romero advised that he is the new President, new Vice President is Stephanie Carrillo, new Secretary Treasurer is Germaine Macy Estep, and one Senator who is Isaiah Fernandez. Mr. Romero advised that Student Senate met on September 4, 2020 and will be meeting consistently every other Friday. At the last meeting they set a goal of reaching out to the student body in order to recruit more members for Student Senate and apparently there are a few students interested and they will be contacted so that they may sit in at the next Student Senate meeting. Mr. Romero further advised that they are also working on promotional items. Mr. Romero further advised that moving forward they are also looking at different activities and reaching out to the student body to see if their help is needed. Mr. Romero advised that they are also looking at doing a bio and have their picture attached in order that the student body know who they are, as well as reaching out to the student body.

Madam Chair Dr. Phyllis Martinez asked Mr. Romero if they could possibly come up with a priority list as to what is needed by the students.

Shared Governance Report

Ms. Kimberly Baca, the new Chair of the Shared Governance Council addressed the Board and gave the following report:

Ms. Baca advised that the Council's first meeting was held on Friday, September 4, 2020 where discussion regarding nominations for a new Vice Chair and a secretary took place. Ms. Baca further advised that there were a few issues which needed to be resolved before nominating a Vice Chair and a Secretary such as having the Student Senate involved when nominating a Vice Chair and Secretary, although Student Senate is still forming and have not appointed a member to the committee yet and as a result, Shared Governance cancelled their meeting but will be holding an emergency meeting on September 9, 2020 in order to ensure that they have a full Council before the HLC visit. Ms. Baca further

advised that their goal is to continue with the work they began last year and to continue to remain inclusive and transparent.

Presidential Update to the Board (Information only)

Dr. Kenneth Patterson, Interim President addressed the Board and gave the following report:

HLC Focused Visit

Our Focused Site Visit is scheduled for Thursday, September 10th and Friday, September 11th. Because this is a Focused Visit, it functions a bit differently than other HLC Site Visits. I have worked with the Chair of the Review Team to develop an agenda for the two days, and this agenda is based on a meeting structure of the determination. The agenda is still tentative as of 9/2. Meeting will take place virtually, with two Review Team Members remote and one on-site. The meetings are very focused and proceed quickly. There are no public comment periods during the two days. A campus-wide update was held this morning with everyone @ Luna invited. We discussed the structure of the visit and answered questions the campus community had regarding the plans and the impact of the visit. I asked for additional questions to be addressed to my office, as I probably have the most information to adequately answer.

Enrollment

Enrollment numbers are very encouraging. As we have passed the disenrollment period, those numbers are more stable, but keep in mind that enrollment numbers continue to change during the semester and increase based on late-start-dual credit, late-start CTE (dual credit), second 8-week courses, and open enrollment classes. The enrollment numbers should continue to climb as the semester progresses. Three charts are provided to give basic information on enrollment numbers as of 9/1

- Credit Hour Production (Campus only) – This chart displays enrollment comparisons of Fall 2019 against Fall 2020. We are looking at credit hours produced, instead of headcount, which has been providing us a skewed view of production over the past years. Credit hour production (CHP) is a better measure of the institutional operation. In this chart, notable items are that PE has no CHP, as we are not teaching any PE classes for the Fall Term. Also notable is the increase in Education and Nursing. Decreases in other programs are generally even or tolerable, with the greatest decrease in CTE, with most of the labs unable to operate, or with very low populations.
- Credit Hour Production/Dual Credit (Location Only) – This chart displays Dual Credit enrollment comparisons of Fall 2019 against Fall 2020. Some departments do not have any students in Dual Credit offerings, but notable are the increases. This chart only includes students taught at locations (classes designated in the 60's block) and would not include High School students who are integrated into regular campus classes. We will have a better idea of that number as the semester ends and all of the add-on classes finish.
- Credit Hour Production (Institutional Total as of 9/1) – This chart gives an overall view of CHP for the Institution. As of 9/1, we are down 16% Fall 2020 compared

to Fall 2019. The national average is hovering around 34% enrollment decrease, so we are well above the national average, even with no PE classes and reduced CTE capacity. If you notice the percentage of change by program, Education has a 124% increase in CHP and Nursing has a 22% increase. Even with minimal lab options, CTE is only down 49% which is impressive.

Overall, our efforts over the past month of lists, call centers, and dual credit repair has paid off. After adding the last-starts and second 8-weeks, we could actually realize a 0% decrease compared to last Fall Term. Doing the work makes the difference.

Dual Credit

Most of Dual Credit news is covered in the previous chart, but it is obvious that we are well above 100% increase in Dual Credit enrollment. We have added multiple schools since last spring and have worked to repair relationships. This has resulted in significant increase in enrollments and has worked well for High Schools that have had problems retaining faculty. We continue to work toward building Dual Credit enrollments through the Fall Term and hope to see an increase in those numbers.

COVID-19

We are still currently in Phase I of New Mexico's reopening plan. We have taken a very conservative approach to reestablishing services, and that seems to have worked to our advantage. To date, Luna has no positive COVID cases, and the credit for that goes to our faculty and staff who are working diligently to keep everyone safe as we strive to keep the institution operational.

Personnel Issues

Our Institutional Effectiveness/Research position remains open, with several interested/potential applicants. The Registrar's position remains open, with some renewed efforts to attract applicants. Salary seems to be the issue and we will be looking at the overall position in evaluating what needs to be done to attract applicants. Initial work has begun on development of a Satellite Coordinator position in an effort to reorganize Satellite operations. This should result in a posting of that position by mid-October. ***(Please refer to charts for numbers).***

Reports – LCC Board – LCC Committees – LCC Departmental

Trustee Mark Dominguez moved that the Academic Report be moved up ahead of the Human Resources Report. Madam Vice Chair Dianna Medrano 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 Maxine L. Salas	Yes

The vote to move the Academic Report up ahead of the Human Resources Report was unanimous.

Academic Report

Maxine Hughes, Interim Vice President of Academics/Student Services and Nursing Director addressed the Board and gave the following report:

STEM

- STEM classes progressing on schedule, first tests the second week of September
- Tutors should be hired no later than September 8th, no work-study students applied for the positions (qualified or otherwise)
- Considering a “Hackathon”, a coding competition, in lieu of Robot Rodeo because of social distancing and travel restrictions for high school students. Robot Rodeo was postponed in spring because of the COVID-19 restrictions and closures, hence we are trying to find alternative competition for high schools to participate in and to meet grant requirements.

Education

- The Education department has all of its classes covered by highly qualified instructors. The Instructors and students are very positive about the classes
- The department was approved for a temporary school-aged support classroom during the COVID-19 pandemic. The classroom is allowed 20 K to 12 grade students with a ratio of 10:1. We currently have 10 school aged children. There is not enough staff to support another 10 school aged children.
- The department is following the COVID-19 safety protocols strictly

Humanities

- We have dual credit classes at 3 sites: Mora-English, Springer – English, Raton-Sociology and Spanish
- We have a new FT faculty member in Criminal Justice/Sociology
- CJ program is strong – 32 students in Intro to CJ
- Sociology also has good enrollment with 4 classes with a total enrollment of about 78
- We have given individual training to faculty who need it for online delivery. All have adapted and are doing good

CTE

- Initial offering of a Dual Credit Welding course at Springer Satellite Campus for FA2020
- Short term plan to offer more CTE courses at the Springer Satellite Campus beginning SP2020
- Outreach meetings with Raton K-12 schools. Exploring options for future Dual Credit courses
- Developing Dual Credit Online Culinary Arts (Baking) course

- Continuing growth of the CDL program including:
 1. Developing an online, Asynchronous CDL Theory Course offering, which student can complete remotely, and progress at their own pace
 2. Establishing CDL Driving Lab offerings at the Springer Campus

Nursing

- The Nursing Department is having classes online and labs in person with 4 students in each lab. Students attend clinicals at Christus and EI Centro
- 7/7 student have taken and passed the NCLEX and became RN's, all plan to work in NM

School of Business

- Advisor, Melissa Cordova, assisting Registrar's Office until further notice
- Administrative Assistant Vanessa Velasquez assisting Registrar's Office until further notice
- Registration went well with conversation of Accounting and General Business Students largely making change of major to Business Administration 2019-2020
- School of Business, 0 students dis-enrolled on August 31, 2020

Allied Health

- As of September 2, 2020, Allied Health has enrolled 335 students in courses greater than or equal to 1 credit hour – this value is inclusive of students concurrently enrolled in laboratory sections equal to 1 credit hour
- Prometric testing will resume with weekly testing September 5, 2020, there is a backlog of testing that will need to get done to get more CAN's into the workforce
- Allied Health has added an additional CAN course to the Fall schedule beginning 9/21/20, and expects to add EMT Basic courses during the second half of the Fall semester pending the hiring of an adjunct instructor

Springer Satellite

- Registrations that I was able to do were done and went smoothly
- I have had a lot of phone calls since being back
- Dual credit paper work was submitted, Cimarron HS-6, Maxwell HS-11, Springer HC-4
- Two CDL students from this area have utilized the facility as needed for the theory class

Santa Rosa Satellite

The Santa Rosa Satellite is winding down from the Fall registration, including:

- Accuplacer testing, FASFA, helping all new students create and access their accounts such as emails, blackboard and their classes
- We have 26 Dual Credit students from SRHS
- The Spring-20 wood shop students just finished two make-up classes this week and were able to take their un-finished projects home

- We are staying open until 12:30 Monday thru Thursday for 2 students to use the computer labs until they get internet set up at home
- We also have 1 community member that works at the nursing home coming in on Friday mornings to use the computer lab for her testing
- We are screening and checking temps of everyone that walks in the door and our maintenance person cleans and sanitizes after everyone that walks in
- Maintenance guys from main campus are coming over September 3rd to clean up and maintain the wood shop

Mora Site

- At the Mora site, we are making sure that the site is running at full capacity
- The students make appointments to use the internet or to print any class work needed for their classes
- I have also been working with the school to get books and codes needed for the student's classes
- The high school has also asked if the site is available for 2 students who do not have internet service to complete their regular high school classes. However, the students have not actually shown up. I advised the school that the site is available to them

For the Library

- We have been going through all the donated books, labeling, sorting, and eventually filing them
- Recently the voting people came back to check the internet connection, due to elections coming up in November. The County used the site as one of their precincts for elections
- Instructor support has been given to Mrs. Bird with her class. Recently she received a table to use in class. We have been learning how to use it
- Ms. Carol Romero has been doing a great job with her students as well

Human Resources

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

Hires:

- Emily Ulibarri, Office Manager 2, Effective August 3, 2020
- Ryan Gallegos, Custodian 1, Effective August 18, 2020
- Kimberly Baca, Humanities Instructor, Effective August 31, 2020

Resignations/Terminations:

- Matthew Barboa, Custodian 1, Effective August 12, 2020
- Suzanne Quintana, Career Services Advisor, Effective August 19, 2020
- Rock Ulibarri, Adult Education Manager, Effective August 26, 2020

- Emily Ulibarri, Part-time Santa Rosa Administrative Assistant, Effective August 3, 2020

Retirements:

- Patricia Kuhlman, Effective July 1, 2020

Policies and Procedures:

Current Job Postings:

- Adjunct Allied Health, EMT Instructor, opened: February 15, 2018, closes: Until filled
- Adjunct Trades/Vocational Education Instructor – Collision Repair, opened: June 6, 2019, closes: Until filled
- Adjunct Early Childhood & Education Instructor – Education, opened: July 10, 2019, closes: Until filled
- Adjunct-Trades/Vocational Education CDL Instructor, opened: August 28, 2019, closes: Until filled
- Adjunct Trades/Vocational Education Welding Instructor – Santa Rosa, opened: October 31, 2019, closes: Until filled
- Full-Time Registrar, opened: April 20, 2020, Reposted: July 27, 2020, closes: Until filled
- Temporary Part-Time Preschool Substitute Teacher Caretaker, opened: July 8, 2020, closes: Until filled
- Temporary Part-Time ACE Tutors (1), opened: August 26, 2020, closes: Until filled

Jobs Posted and under current interview process:

- Full-Time Institutional Effectiveness and Reporting Director, opened: July 29, 2020, Reposted: August 26, 2020, closes: Until filled
- Temporary Part-Time ACE Tutors (10), opened: August 26, 2020, closes: Until filled.

Action Items

1. Requesting approval of a scheduled start time for LCC Board of Trustees meetings.

A discussion ensued between members of the Board regarding changing the time for the start of their meetings. Madam Secretary Louise L. Portillos voiced her concerns with the meetings running as long as they have and further stated that she has to drive back to Springer after the meetings and last month, did not get home until almost 11:00 pm. Madam Secretary Louise L. Portillos advised that she was hoping to move the meeting time up and asked for the Board's input.

Madam Vice Chair Dianna Medrano advised that she agrees with moving the meeting time up as those who have to travel out of town have been very considerate of those who do not.

Trustee Mark Dominguez advised Madam Secretary Louise L. Portillos that he is flexible with anything as long as the meeting does not begin at 2:00 pm and end at 9:00 pm. Trustee Mark Dominguez further advised that the meetings have gone on way too long and they need to trim down their meeting Agenda, which will also trim down the minutes for our Board Secretary.

Madam Chair Dr. Phyllis Martinez advised the Board that she also agrees with possibly starting the meetings at 2:00 pm as she also has to travel to Mora and there are always elk in the area especially when the sun goes down and she would definitely not want to hit one while traveling.

At this time, Trustee Maxine L. Salas moved that the meeting start time be changed from its original time to 2:00 pm. Madam Vice Chair Dianna Medrano seconded the motion.

Trustee Mark Dominguez then advised that being that Trustee Max G. Tenorio is not present tonight, in all fairness, we need to have his input as well.

Madam Vice Chair Dianna Medrano encouraged that Madam Chair Phyllis Martinez contact Trustee Max G. Tenorio via telephone immediately as she does not wish to wait until the next meeting.

A five-minute break was taken at this point in order to allow Madam Chair Dr. Phyllis Martinez time to get Trustee Max G. Tenorio's input regarding the issue.

Back in Session

Madam Chair Dr. Phyllis Martinez advised that during the break she spoke with Trustee Max G. Tenorio who is also in favor of moving the meeting start time to 2:00 pm.

A motion and a second were made prior to Madam Chair Dr. Phyllis Martinez' phone call to Trustee Max G. Tenorio. Madam Chair Dr. Phyllis Martinez called for a roll call. Roll call 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 Maxine L. Salas	Yes

The vote to change the Board of Trustees meeting(s) start time to 2:00 pm was unanimous.

Madam Chair Dr. Phyllis Martinez advised that Human Resources Director, Carolyn Chavez has advised her that there was an error in her Personnel Report and she would like to address the Board with the correction.

Human Resources Director, Carolyn Chavez addressed the Board, apologized for the error in her response to Madam Secretary Louise L. Portillos and advised that the

Registrar position is listed at \$54,500 and the IR position was listed at \$55,000 and is now listed at \$59,000.

2. Requesting approval of Report of Actuals

Vice President of Finance, Donna Flores Medina addressed the Board and advised that during the last quarterly report done on June 30th she indicated to the Board that it would be similar to this one as this is also a requirement of the Audit. Ms. Flores advised the Board that their packets contain a handout with numbers and asked that the Board follow her as she explains what they are. ***Please refer to Vice President of Finance, Donna Flores-Medina's hand out for a complete list of the numbers.***

Trustee Kenneth Medina moved for approval of the Report of Actuals. Madam Vice Chair Dianna Medrano 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 Maxine L. Salas	Yes

The vote for approval of the Report of Actuals was unanimous.

3. Requesting approval of Disposition of Assets

Vice President of Finance, Donna Flores Medina addressed the Board and advised that this is the next wave of our project which we were working on, going through thousands of records. Ms. Flores Medina advised that we disposed of a lot of records and items which were worth under \$5,000 (as per state statute). Ms. Flores-Medina went on to further state that this would bring our record list almost to where it needs to be.

Trustee Kenneth Medina moved for approval of the Disposition of Assets. Madam Secretary Louise L. Portillos 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 Maxine L. Salas	Yes

The vote for approval of the Disposition of Assets was unanimous.

4. Requesting approval of certification of Fixed Asset Inventory.

Vice President of Finance Donna Flores-Medina addressed the Board and advised that this is our fixed asset inventory list and everything on the list will be removed.

Madam Secretary Louise L. Portillos moved for approval of the certification of the Fixed Asset Inventory. 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 Maxine L. Salas	Yes

The vote for approval of the certification of the Fixed Asset Inventory was unanimous.

5. Requesting approval of RPSP's
 - Athletics

Madam Vice Chair Dianna Medrano moved for approval of the Athletics RPSP. 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 Maxine L. Salas	Yes

The vote for approval of the Athletics RPSP was unanimous.

- Retention & Completion (R&C)

Trustee Maxine L. Salas moved for approval of the Retention & Completion (R&C) RPSP. Trustee Mark Dominguez 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 Maxine L. Salas	Yes

The vote for approval of the Retention & Completion (R&C) RPSP was unanimous.

- Nursing

Madam Secretary Louise L. Portillos moved for approval of the Nursing RPSP. Madam Vice Chair Dianna Medrano 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 Maxine L. Salas	Yes

The vote for approval of the Nursing RPSP was unanimous. ***For a complete list of requests re: RPSP for Athletics, Retention & Completion (R&C) and Nursing, please refer to handout(s).***

Executive Session (Roll call is required)

Trustee Mark Dominguez moved that that the Board convene in to Executive Session. 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 Maxine L. Salas	Yes

The vote that the Board convene into Executive Session was unanimous.

Return to Regular Session (Roll call is required)

Trustee Kenneth Medina moved that the Board reconvene into Regular Session, and advised for the record that no action was taken during the Executive Session portion of this meeting. Trustee Maxine L. Salas seconded the motion.

Madam Chair Dr. Phyllis Martinez called for a roll call vote.

Roll call vote was taken by Madam Secretary Louise L. Portillos 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 Maxine L. Salas	Yes

The vote that the Board return to Regular Session was unanimous.

Action Items continued

6. Requesting approval of Presidential Search Process

Madam Vice Chair Dianna Medrano moved for approval of the Presidential Search Process. Madam Secretary Louise L. Portillos seconded the motion.

Madam Chair Dr. Phyllis Martinez called for a roll call vote. Roll call vote was taken by Madam Secretary Louise L. Portillos 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 Maxine L. Salas	Yes

The vote for approval of the Presidential Search Process was unanimous

Announcement on date, time and location of the next Board Meeting.

- Tuesday, October 13, 2020 @ 2:00 pm LCC Student Success Center Board Room – Regular Board Meeting

Trustee Kenneth Medina moved for adjournment. Trustee Mark Dominguez seconded the motion.

Madam Chair Dr. Phyllis Martinez called for a roll call vote. Roll call vote was taken by Madam Secretary Louise L. Portillos 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 Maxine L. Salas	Yes

The vote for adjournment was unanimous.

Dr. Phyllis Martinez, Board Chair

Louise L. Portillos, Board Secretary

SherylAnn Yara, Recorder