



MINUTES
LUNA COMMUNITY COLLEGE
BOARD OF TRUSTEES
REGULAR MEETING

Tuesday, September 9, 2025 @10:00am
LCC Student Success Center Board Room

I. Meeting called to order at 10:07 am and a quorum established by a roll call.

II. Roll Call

Madam Chair, Dr. Phyllis Martinez asked for a roll call

Present: Madam Chair Dr. Phyllis Martinez, Madam Vice Chair Louise Portillos, Secretary Mark Dominguez, Trustee Dr. Gilbert Sena, Trustee Kenneth Medina and Trustee Rosalie Ortega and Trustee Rolando Medrano.

Also Present: Dr. Carol Linder – President, Dr. Henrietta Romero – VPISS, Dr. Gerald Shields – Interim Executive Director of Finance/CFO, Dr. Billie Mathews – SGC/Faculty Senate, Keira Lewis – IT Trainer, Raymond Baca – Information Representative, Andrea Sandy – LCC Dist-1 Contender, Henry Sanchez – Mora Water Association and Leslieann Garcia – Executive Admin, Recorder.

III. Pledge of Allegiance – Henry Sanchez led the Pledge of Allegiance.

The Board of Trustees extended a warm welcome to contender Trustee Andrea Sandy Encinias for her interest in joining Luna Community College as a Board of Trustees member. Andrea comes to Luna with educational and business experience and will be an asset to LCC Board of Trustees. Gratitude and thanks expressed for the many years of service provided by current seat holder, Trustee Medina.

IV. Approval of the Agenda

Vice Chair Louise Portillos moved to approve the Agenda and Secretary Mark Dominguez seconded. Madam Chair, Dr. Phyllis Martinez called for a roll call.

All trustees voted unanimously to approve the Agenda as presented. -Motion passed.

V. Approval of the Minutes for August 7, 2025 Work Session and August 12, 2025 Regular Meeting

Trustee Dr. Gilbert Sena moved to approve the Minutes for August 7, 2025 Work Session and Vice Chair Louise Portillos seconded. Madam Chair, Dr. Phyllis Martinez called for a roll call.

All trustees voted unanimously to approve the Minutes for August 7, 2025 Work Session as presented. -Motion passed.

Trustee Rosalie Ortega moved to approve the Minutes for August 12, 2025 Regular Meeting and Trustee Kenneth Medina seconded. Madam Chair, Dr. Phyllis Martinez called for a roll call.

All trustees voted unanimously to approve the Minutes for August 12, 2025 Regular Meeting as presented. -Motion passed.

VI. Public Comment

Henry Sanchez of the Mora Water Association addressed the Board of Trustees with a gratitude for

the warm welcome and petitioned the Board of Trustees to seriously explore Water and Wastewater Operator Programs at LCC as it is uniquely positioned to provide the surrounding communities and the State with these services. Mora County and the State of NM are currently experiencing a shortage of workforce in the water industry and with the current level of scrutiny sustained throughout the state regarding the safety of our drinking water and wastewater, programs of this nature will provide good positive impacts in this area. Currently, 420 water and wastewater operators exist. Soon, a little over 100 of those will be ready to retire, creating a void in the workforce. Henry Sanchez further expressed the need to fill this expected void with young people who are trained and certified in these areas and implored the help of LCC to seriously explore these programs.

Dr Henrietta Romero updated the Board on the current progress in the program in response to the petitioned request for Water Programs at LCC. Dr Romero provided an informational hand out explaining the Water Certification Requirements as defined in Utility Operator Certification Regulations for both Drinking Water and Wastewater. This includes Certification Levels, Examination Application Fees, Experience Required (years) and Training Credit Requirements. Dr Romero briefly reviewed the State Requirements and the Institutional Processes for Program Implementation (life cycle 2-3 years). LCC is currently in communication with the office of the state engineer and the environment department during this discovery phase of the program.

Chair Dr Phyllis Martinez requested a monthly progress report on the progression of Water and Wastewater Programs to be included in the Board Reporting each month going forward.

VII. New Personnel and Employee/Student Recognition

Dr Carol Linder provided a brief overview of the following recognitions:

- New Personnel Updates: Dr. Geno Castillo Interim Director STEM & Humanities, Kristi Safranek HR Director, Natasha Lujan Allied Health/STEM FT Instructor, Dr. Chris Smith FT Humanities Instructor, Heather Dark Adult Ed Tutor, Rio Dubois Adult Ed Tutor, Junior Owuso Ansah CPT Intern/Finance and Lydia Okojie CPT Intern/Finance.
- Key Vacancies to be filled: Accountant, AVPSS, Business manager, Financial Aid Administrator and Student Success Specialist Fin Aid.
- Recent Separations: Dona Sanchez Pino Payroll
- Recognized recent Shout Outs from Sherry Goodyear Roughrider Mentorship Summer Program, Hank Blackwell WRTC, Alejandra Montoya Dual Credit, Valerie Montoya Nursing and the weekly shout outs produced by Denise Fox

VIII. Shared Governance Report – Dr. Billie Matthews

- Currently establishing 2025-26 membership for Staff Senate and Student Senate
- Expressed gratitude to 2024-25 Shared Governance members for contributions to include: Kevin Williams, Sherry Goodyear, Tycie Jackson, Crystal Westernford, Amberlynn Gonzales, Justin Peterson and Michelle Perez.
- Special thanks to Mary Francis Bibb for guidance and leadership of Student Senate.

IX. Board of Trustees Updates

a. BOT Updates and Committee Reports

Madam Chair Dr. Phyllis Martinez reviewed topics discussed during the Executive Committee meeting held on Tuesday, September 2, 2025 to include:

- Personnel, 3rd Party Contractors and vacant positions
- NMHU Graduate Assistants/Action Item
- Employee and Position Updates
- Housing Updates
- City of Las Vegas, Robert Anaya – MOU/Action Item

- Compliance Assurance: NMHED – RPSP’s Nursing & Athletics/Action Item
- NMHED – Funding Formula
- Culinary Arts Certificate Program – 6 students
- Current FTE report
- Student Services: Enrollment and Program and Dual Credit enrollment
- Recruitment
- SENSE Survey
- SIS Project updates
- Luna Tower Mural Contest
- BOT Board Policies 1700-2600/Action item
- LCC merger rumors addressed, denied and dismissed.

Secretary Mark Dominguez reviewed topics discussed during the Audit and Finance Committee meeting held on Tuesday, September 2, 2025 to include:

- Revenue: August revenues totaled \$1,758,752, representing only 12% of the approved annual revenue budget
- Expenditure: Total expenditures reached \$2,104,679 (13% of the Board of Trustees' approved annual expenditure budget.
- Fund Balance and Cash Management: As of August 28th, the fund balance stood at \$5,844,122. However, \$345,927 of this balance was utilized for fall semester preparation and fiscal year crossover expenses.
- Held meetings with Southwest Capital Bank and with Community First Bank in regards to getting LCC better interest rates. Southwest Capital Bank at 4% interest rate and Community First at 2.7%.
- Reviewed the restricted and unrestricted fund balances.
- Payment plan implemented for FA25, maintaining active enrollment and addressing overdue balances.
- Rosalie Cruz temporarily filling in for Dona Sanchez-Pino in Payroll.
- Addressed inquiries regarding the \$75 deposit fee for students to retain classes and discussed using the Foundation Hardship Fund.

Trustee Rolando Medrano reviewed topics discussed during the Academics Committee meeting held on Tuesday, September 2, 2025 to include the following topics and a noted a correction on the minutes for Academic Committee to include Trustee Rosalie Ortega in attendance at the meeting:

- Enrollment Updates including Daily enrollment at 725 as of 8/28/25 and Dual Credit at 186 as of 9/2/25. Overall 10% increase.
- Intersession Pilot – Winter Session (Fast Track)
- Meetings with Superintendents Chris Gutierrez WLV and Melissa Sandoval ELV.
- Dual credit enrollment increases at Satellite locations.
- Encouraging dual credit students to have concurrent enrollment
- Initiatives to use current staff in CDL, CTE, and Welding to teach courses at the satellite locations.
- Improving Luna’s communications with satellites and high schools.
- Providing a breakdown of Dual Credit Enrollment by city and town.
- Dr Loretta Montoya researching windmills located in Clines Corners area to see what counties they are in for potential educational funding opportunities.
- Financial Aid Staffing moving away from Attain
- Graduate Assistants from NMHU helping with backfill.
- Ryan Agosto Hayes – Fin. Aid Director and Workday SIS

- Rachael Lucero's GA will be helping with FAFSA and training Graduate Assistants.
- CHESS will be paying Meghan Sutton with Attain to train Ryan Agosto-Hayes.
- Improving student experience and sustainability in Title IV.
- Graduate Assistant in Admissions and Recruitment.
- AVPSS Candidate Michael Montoya on campus 9/3 for in-person interviews and open forum.
- AVPSS candidate selection to be determined by 9/5.
- Dr. Geno Castillo accepted the position of Interim Director of STEM and Humanities on 9/1.
- 8 students in work-study as of 9/2/25.
- Informational meeting for Directors regarding work-study held on 9/5/25 with VPISS and Financial Aid Attain team.
- 20 work-study positions potentially open for students.
- Presentation to the Office of the State Engineer/Interstate Stream Commission Conference in Santa Fe, NM on 8/22/2025 by Karen Torres.
- Working on logistics of new water testers and trainers for credit or non-credit programs.
- Reviewing the regulations needed for approval through HED, City, County and State and all areas that may be served.
- Looking for credentialed trainers to teach water program certificates. Faculty and Trainers are needed.
- Action Item: Academic Calendar for Fall 26 - Spring 27
- Reviewed the proposed calendars for Fall 26 and Spring 27
- Discussed future plans of creating a 3-year academic calendar.
- Work Study Opportunities for students.

Trustee Kenneth Medina reviewed topics discussed during the Facilities Committee meeting held on Tuesday, September 2, 2025 to include:

- Roofing projects: Athletics 95% complete. Waiting on engineering determination on PVC vs Tin
- Solar Building almost 100% done.
- Preschool 50% complete, needing admin side
- MEC prepping for pro-panel overlay 26 to 24 gage tin
- Waiting on contract to be signed by Progressive, second roofing company to complete roofs on Trades, Cafeteria, SBDC
- Remediation Projects being worked on, insurance claims, mold detection, and other small projects
- TECH building stucco is 30-40% complete.
- Preschool commercial kitchen is in progress, wastewater tap in for commercial sink install, electric stove, vent, cabinet removal.
- Yearout replacing HVAC systems for TECH, Admin and General Studies, replacing valves. Will be at LCC next week and done with project by December.
- Security Cameras (Callord) walk through this week for updated quote for welding, admin and ALL Satellites.
- Generators to run IT servers met with NMDHSEM for application process submission
- Honeywell walk through last week, 9/26/25 to provide quote to replace HVAC system in cafeteria. Using Capital Outlay \$1.5 million. Goal is to change all LCC buildings to same Johnson Controls system
- Fire Marshall visits ALL LCC campuses annually. Main site was visited in July 2025
- Springer Satellite sprinklers tested every 3 months (Electric Horsemen)

- Ansel system in cafeteria and trades tested every 6 months (Electric Horsemen)
- Painting LCC rocks coming soon
- Student Services Wall: Call for Mural proposal out to the community
- Springer site completions: IT work, LCC Sign, Community Raised beds, meeting with Mayor Boe Lopez regarding door and Site Fire Panels.
- LCC Road Maintenance: Street from round about to stop sign is County, Street in front of admin building is not identified but think is County and Need a statement from County abandoning LCC roads to apply for DOT funds.

b. Discussion/Action Item: Adoption of revised policies 1700-2600 as related to the Open Meetings Act

Trustee Louise Portillos motioned to approve the Action Item: Revised Policies 1700-2600 as related to the Open Meetings Act and Trustee Dr. Gilbert Sena seconded. Madam Chair, Dr. Phyllis Martinez called for a roll call.

Discussion:

Policy 1950 - Reconvening a Meeting: Line 30-33 Add “posted on the Website” to line 32. Will now read as: *“was held, posted on the website and at least one other location....”* (not approved until this is amended)

Policy 2100 – Board Agenda: Page 28 Line 14 Closure of open meeting, concerning adding an Executive Session, should not be restricted to positioning at 2nd to the last item before Adjourn. Will now read as: *“Executive Session (flexible in positioning)”* appearing before *“Closure of Open Meeting”* (not approved until this is amended)

Policy 2400 – Minutes of the Board: needs to include video recording information (not approved until options are amended)

Policy 2500 – Voting: Line 31 change “shall” to “may”. Will now read as: *“A member voting against a motion may state his/her....”* (approval granted with a one-word amendment)

Summary of Approval for the following Revisions to Policies:

- 1700 – Approved
- 1800 – Approved
- 1900 – Approved
- 1950 – Approved with Amendment to revisions (see above discussion)
- 2000 – Approved
- 2100 – Amendment needed, Not approved until changes are made to revisions (take in Oct BOT)
- 2200 – Approved
- 2300 – Approved
- 2400 – Amendment needed, Not Approved until changes are made to revisions (take in Oct BOT)
- 2500 – Approved with Amendment to revisions (see above discussion)
- 2600 – Approved

For October BOT meeting: 1600, 2100 (with revisions), 2400 (with revisions), 2700, 2800, 2900 and 3000.

Madam Chair rephrased the motion as follows: Adoption of revised policies 1700, 1800, 1900, 1950 (with amendments), 2000, 2200, 2300, 2500 (with amendments) and 2600. Madam Chair Dr. Phyllis Martinez called for a roll call.

All trustees voted unanimously to approve Action Item Adoption of revised policies 1700-2600 as related to the Open Meetings Act. -Motion passed.

X. Presidents Report – Dr Linder

- a. Presidents Updates: President Dr. Carol Linder provided the board with Presidents Monthly Report and reviewed the following:
- Enrollment updates to be discussed by VPISS Dr. Henrietta Romero.
 - Temporary Housing for Athletes Update: 2 Baseball players have decided to disenroll from Luna Athletic Program one for an injury and the other personal issues. Students are using NMHU meal plans.

Madam Chair Dr. Phyllis Martinez asked for short recess at 11:39 am. Resuming meeting at 11:47 am.

- Housing Committee for long term plan for housing, working with City and County. Existing buildings on Campus have been considered.
- HLC Focus Visit and Audit Priorities
- Luna light to be produced monthly
- Announcement of Mural Proposal on Technologies Building, deadline for proposals is September 26th
- Marketing, Communications and Celebrations: Optic Articles provided in Presidents Report
- Community Engagement, Partnerships, and Outreach
- Legislative session called by Governor in October to look at cuts to federal funding, not currently affecting LCC.
- Athletics starting Fall season running through mid-November. Hitting room/batting cage completed and ready to use.
- Wild Fire Resiliency Training Center utilizing 98 acres for training. Currently offering non-credit Wild Fire classes with goals to transition students from intro courses into Fire Science Associates program.
- Facilities Capital Outlay Project summary
- Information Technology improving wireless connections and sound on BOT meetings over YouTube.
- Stucco projects progressing on campus
- Mold remediations with Paul Davis Restoration
- Wellness Center update
- Audit completion timeline and RPSP's update. LCC will not be recommended for new Capital Outlay funding due late Audit in September.
- Facebook page promotions of CDL

b. Discussion/Action Item: NMHU Graduate Assistants MOU Revision

Trustee Dr. Gilbert Sena motioned to approve the Action Item: NMHU Graduate Assistants MOU Revision and Trustee Rolando Medrano seconded.

Discussion: NMHU Graduate Assistants MOU Revision memo reviewed to include the following details: Amended Assistants Requested: Up to 7 (seven) students including 2 (two) students who worked for the Summer 2025 semester. General Requirements: In-person support for 20 hrs/wk during Fall and Spring Semesters and up to 40 hrs/wk during the Summer Semester on Luna Main Campus; for staff augmentation in support of the Workday SIS project and operational staffing.

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

All Trustees voted unanimously to Approve Action Item: NMHU Graduate Assistants MOU Revision – Motion Approved.

c. Discussion/Action Item: Student Athlete Meal Plan

Discussion: Student Athlete Meal Plan, students will be charged a total of \$2005 NMHU Meal Plan C for the semester on their Luna student accounts. Starting September 15, 2025, students will be charged by NMHU a prorated NMHU Meal Plan C rate of \$1,503.75 for a 12-week period. The transition to NMHU began with dinner on Friday, August 29, 2025. We have been in productive discussions with NMHU to work out the details, including an initial purchase order for September and have worked out logistics for the remainder of the Fall 2025 semester.

Trustee Kenneth Medina motioned to approve the Action Item: Student Athlete Meal Plan and Trustee Rosalie Ortega seconded. Madam Chair, Dr. Phyllis Martinez called for a roll call.

All Trustees voted unanimously to Approve Action Item: Student Athlete Meal Plan – Motion Approved.

XI. Interim Vice President of Academics and Student Services Report – Dr Henrietta Romero

Secretary Mark Dominguez excused himself from the meeting at 12:04 pm.

- a. VPISS Updates: Dr. Henrietta Romero provided the board with VPISS Monthly Report and reviewed the following:
 - Student experience at Luna, student survey sent September 9th.
 - Communications improvements between Academic and Student Services
 - Title IV sustainability for on-ground staffing
 - Additional GA from NMHU for financial aid staffing
 - HLC Focus Visit in November
 - Student enrollment continues to trend upward by 8%
 - Preschool Open House on August 20th, classrooms have 23 children in 4-5 yrs and 12 in 2-3 yrs. Looking into additional substitute teachers.
 - Free Childcare updated order issued by Governor on September 8th will have more to report in the October meeting.
 - Green house producing veggies for harvesting by the children.
 - Education Department creating partnerships in head starts, working with WLW to provide 8 week fast-track Early Childhood degree options for teachers.
 - Awarded \$49,000 for scholarships for students enrolled in teacher preparation program.
 - CTE Director Karen Torres, presented at State Office of the Engineer/Interstate Stream Commission Conference on August 22nd to discuss the Well Drilling Program, Water Testers and the need for Instructors.
 - CDL reevaluating partnerships with county and city regarding Heavy Equipment Operators and CDL to incorporate with LCC Programs. Currently 27 students have passed their CDL's.
 - CCRI held Student Orientation on August 18th, over 50 students attended.
 - Full Capacity in Adult Education
 - Training programs for Welding and EMT.
 - Director Kraig Bellows is participating in the HSE co-curricular learning assessment development through IET and attending HLC Criterion 3 meetings as well as part of the

HLC assessment academy.

- AE student and current administrative assistant, Victoria Garcia Montoya will be serving on a statewide AE literacy working group.
- Director Bellows finalizing NMHED Adult Education Division annual reports and looking towards the renewal of AE literacy grant for the next three-year cycle.
- Hired full-time Allied Health Science instructor and CNA coordinator.
- Renewing contract for Labster for Health science classes for the on-line labs.
- Nursing has 28 students for level 3 nursing program and 24 students for entrance into level 1 program.
- Nursing Students participated in the Fall semester Blood Drive.
- Student Nurse Association and Faculty participated in Robertson Homecoming Parade.
- Office of Registrar Academic Calendar for Fall 26 -27/Action Item.
- Data Clean-up of our old/new SIS
- Draft 3-year academic calendar in consultation with the VPISS
- Dr. Geno Castillo as Interim Academic Director STEM/Humanities
- Rough Rider Mentorship Sherry Goodyear, at Springer Satellite began building the raised garden beds for Springer's Rough Rider Community Gardening Initiatives, possible building of a Mittleider greenhouse and resuming After School Program September 5th.
- Mora site, Girls Scouts meet at the David Cargo Library.
- Santa Rosa Satellite, increased the number of meeting times of the After-School Program to Mondays and Tuesdays from 4-6 P.M. and Fridays, 9 – 4.
- Partnering with Dominic Garcia in CTE to offer an automotive painting class for younger students to repair their bicycles etc.
- LCC Bookstore/Café Ron Duran launching a First Day Complete Program for the Spring 2026 assuring the students have their course materials whether Financial Aid is on time or running late. All charges are applied to the student's account:
- Opt-out data will be provided up through add/drop to ensure you have record of students resolving any issues for opt-out students.
- LRC Linda Salazar Workday SIS meetings daily.
- The LRC Library collection, in all formats, supports and enriches the curriculum and the academic endeavors of the students, faculty, and staff of Luna Community College.
- GA Student for Library to help with backfill.
- Dual Credit Coordinator Alejandro Montoya working with school districts to better meet the needs of the students and resolving difficulties with registrations, collaborations and dual credit instructions of Welding at the schools.
- Working to reevaluate structure and processes in Dual Credit at Satellite locations.

b. Discussion/Action Item: Academic Calendar for Fall 26 – Spring 27

Trustee Dr. Gilbert Sena motioned to Approve Action Item: Academic Calendar for Fall 26 – Spring 27 and Vice Chair Louise Portillos seconded. Madam Chair, Dr. Phyllis Martinez called for a roll call.

All Trustees present voted unanimously to approve Action Item: Academic Calendar for Fall 26 – Spring 27 – Motion Approved.

Trustee Kenneth Medina excused himself from the meeting at 12:30 pm

XII. Executive Director of Finance/Chief Financial Officer – Dr. Gerald Shields

a. CFO Updates

Dr. Gerald Shields reviewed the following details from Luna Community College Finance Summary

Report for August 2025:

This report summarizes the financial performance of Luna Community College for August 2025. While the month showed a positive cash balance, several areas require attention to ensure fiscal year-end stability and maintain the approved budget.

- August revenues totaled \$1,758,752, representing only 12% of the approved annual revenue budget. This shortfall is primarily due to the delayed posting of fall tuition and fees; current postings of \$2,735 reflect only summer classes.
- Total expenditures reached \$2,104,679 (13% of the Board of Trustees' approved annual expenditure budget). Significant overruns occurred in Institutional Support (20% over budget) and Internal Services (36% over budget), primarily attributed to preparations for the fall semester.
- Fund Balance and Cash Management: Fund balance at \$5,844,122. However, \$345,927 of this balance was utilized for fall semester preparation and fiscal year crossover expenses. The available cash balances are as follows:
 - General Account: \$6,716,351
 - Payroll Account: \$979,870
 - Activity Account: \$114,115
 - Total Cash: \$7,810,336
- Restricted Grants: Against a budget of \$2,814,120 - \$334,329 has been spent, and \$878,046 is committed/obligated. This leaves an available balance of \$1,601,745 (43% of the budget utilized).
- Student Receivables: A significant portion of student receivables is overdue:
 - 1-30 Days: \$634
 - 31-90 Days: \$38,723
 - 91-180 Days: \$23,679
 - Over 180 Days: \$1,294,541
 - Total Gross Receivables: \$1,357,577
 - Credits: -\$145,618
 - Net Student Receivables: \$1,211,959
- The recently implemented student payment plan is expected to help mitigate future delinquencies. Aggressive collection efforts for overdue accounts are crucial.
- Accounts Payable for August totaled \$1,924,258, comprising:
 - Payables (Bills): \$757,167
 - Payroll: \$1,165,298
 - Miscellaneous (BOT): \$1,793
- Procurement Services: Currently processing a large volume of purchase orders related to fall semester needs. Ongoing training in the Workday Purchasing Module continues.
- F24 Audit: The accounting staff is actively working on the F24 audit. However, staff shortages and fall semester preparations are creating challenges. The college maintains its objective of completing all fieldwork by November 2025.
- Enrollment and Retention: The current enrollment of 726 students represents a slight increase from last year's 700. However, maintaining this level requires a strong focus on spring semester recruitment and retention to ensure the college remains within its approved budget.
- Reviewed FY26 Unrestricted Budget Approved Budget to Actuals Summary Report as of 8/28/2025.
- Reviewed FY26 Budget Status Report - Unrestricted Budget Report as of 8/28/2025
- Reviewed August 25 Budgeted and YTD Compensation and Benefits vs. Professional Services Report.
- Actively working on FY24 Audit. Intended date for completion is November 2025.

b. Discussion/Action Item: FY26 NM HED Research & Public Service Programs (RPSP) Requests – Nursing & Athletics

Discussion: The New Mexico Higher Education Department (NM HED) requires that annual reporting and requests for RPSP funding be submitted by September 15, 2025. for Fiscal Year 2027, Luna Community College will submit requests to support the Nursing Expansion Project for \$650,000, \$141,000 increase from the FY26 amount of \$509,000 for expanded support of faculty & student. The Athletics request is \$900,000 to add men's and women's soccer and cover increased program costs due to inflation, an increase of \$387,500 from FY25 amount of \$512,500.

Trustee Rosalie Ortega motioned to Approve Action Item: FY26 NM HED Research & Public Service Programs (RPSP) Requests – Nursing & Athletics and Trustee Rolando Medrano seconded. Madam Chair, Dr. Phyllis Martinez called for a roll call.

All Trustees present voted unanimously to approve Action Item: FY26 NM HED Research & Public Service Programs (RPSP) Requests – Nursing & Athletics – Motion Approved

c. Discussion/Action Item: Audit Consultant – Contract

Discussion: Ms. Wanda Helms has over 27 years of financial management experience in government and institutions of higher education. She is retired from CNM, where she served in the roles of Comptroller/CFO, Chief Procurement Officer and Director of Grants. She has extensive financial audit preparation, account reconciliation and financial systems experience, including use of Jenzabar CX. Ms. Helms will be contracted through the CHESS Memorandum of Understanding. Timeframe: September 10, 2025 - March 9, 2026. Compensation: \$80/hr. for 15-20 hours per week, not to exceed \$30,000. plus, gross receipts tax

Vice chair Louise Portillos motioned to Approve Action Item: Audit Consultant – Contract and Trustee Rolando Medrano seconded. Madam Chair, Dr. Phyllis Martinez called for a roll call.

All Trustees present voted unanimously to approve Action Item: Audit Consultant – Contract with Wanda Helms – Motion Approved.

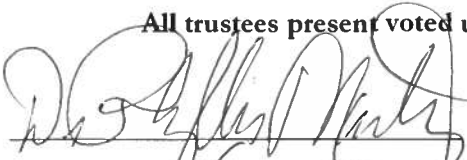
XIII. Announcement on date, time and location of next BOT Meeting(s)

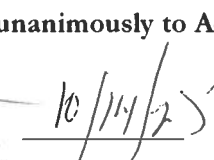
- a. Regular Board of Trustees Meeting – Tuesday, October 14, 2025 @ 10:00 am – LCC Student Success Center Board Room.

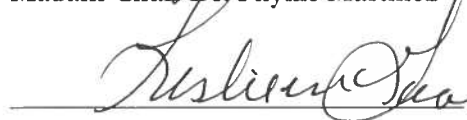
XIV. Adjourn:

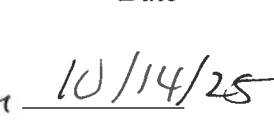
Trustee Rolando Medrano motioned to Adjourn and Trustee Dr. Gilbert Sena seconded. Madam Chair Dr. Phyllis Martinez asked for a roll call.

All trustees present voted unanimously to Adjourn. - Motion passed unanimously @ 12:47 pm.


Madam Chair Dr. Phyllis Martinez


Date


Leslieann Garcia, Recorder


Date