

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

Tuesday, October 10, 2023 @ 10:00 am
LCC Student Success Center Board Room

16. Call Meeting to Order and Establish a Quorum

Meeting started at 10:00am.

17. Roll Call

Chairman Dr. Gilbert Sena, Madam Vice Chair Dianna Medrano,
Madam Secretary Louise Portillos (via Zoom), Trustee Mark Dominguez, Trustee Kenneth
Medina, Trustee Dr. Phyllis Martinez, Trustee Rosalie Ortega

Also Present: Linda Salazar, Dr. Billie Gay Mathews, Rachael Lucero

Public Comment: Yvette Williams CFBLV and Kat Kyler CABLV presenter

18. Pledge of Allegiance

Dr. Martinez lead the Pledge of allegiance

19. Approval of the Agenda

Dr. Phyllis Martinez motioned to approve the agenda and Trustee Kenneth Medina seconded.
Motion carried.

20. Approval of the Minutes (September 12, 2023)

Madam Chair Dianna Medrano motioned to approve the minutes with corrections and Dr.
Phyllis Martinez seconded. Motion carried.

21. Public Comment

No Public Comment

22. Board of Trustees Updates

a. Informational Item – Community First Bank Presentation

Members from the Community First Bank Yvette Williams and Kat Kyles were invited to
share information with the board members. Presentation included:

- Create a file by the business and upload
- Program will check for errors via email
- Workday with Finance Department
- Worked daily by 9:00am
- Have program activated by December 18, 2023
- Have a \$500.00 fee implemented
- Have 3 accounts set up monthly at \$50.00 per account each monthly

- There is a fraud department
- Need 2 signatures on the account always

23. Personnel Recognition

New hire is Estevan Vigil at the Wellness Center

24. Shared Governance Report

- Rachael Lucero updated the board members that Faculty Senate is currently working on re-establishing the Coffee Connect and working on list of tasks that they will be working on until the end of the academic year.
- Staff Senate has recruited two people to sit on Faculty Senate, they are Robert Salgado and Tammy Marujo who will represent the custodial staff.
- Student Senate have a new President Amber Baca and Vice-President is Victoria Garcia. Student Senate will be working with the LCC Softball and the City of Las Vegas to participate in the Trunk or Treat. They will also be planning a Fall Food and Clothing Drive.
- Shared Governance Council had elections and they are Chair of Shared Governance Rachael Lucero, Faculty Senate Chair Dr. Billie Gay Mathews and Staff Senate Chair Shannon and Vice-Chair for Shared Governance, Sherry Goodyear is Director Representative and Academic Director Representative is Tycie Jackson.
- Shared Governance council updated bylaws to ensure that all positions come from within Shared Governance.

25. President's Report – President Martinez

President's Report

- Dr. Martinez told the members that during the HLC site visit, the visiting team commented several times that it looks like were making good progress. The HLC visiting team will not meet until November so it will be a while before we hear from them. Dr. Martinez took this time to thank the Board, the community and all the Luna employees for their participation during this visit.
- Dr. Martinez said that after the Board approved the RPSP request he mailed it to HED.

Grants update

- He also told the members that he will be requesting more funding from the legislature to cover expected projects on campus.
- Dr. Martinez told the members that Luna has received several grants from Legislative appropriations, Research and Public Service project and Centers and Institutes.

Public Relations update

- With regards to Public Relations, Dr. Martinez announced that two Luna lights have been produced and updating the Luna social media pages. Jesse has organized and participated in the Luna radio show on KFUN. He also covered HLC visit for documentations purposes and much more activities and events.

Athletics Update

- Dr. Martinez announced that they have paid and completed all NJCAA Region 9 registration requirements and the Baseball and Softball teams are practicing at Rodriguez Park fields.
- Interviews for assistant baseball coach positions are completed and the offer was accepted.

- Dr. Martinez stated that all the student athletes are on graduations paths and being grade checked weekly and are utilizing study hall in the ACE Lab.
- Security cameras were installed at the Athletics facility.

Special Assistant to the President

- Dr. Martinez informed the members that Dr. Dani Day is working with campus Strategic Goals

26. Vice President of Academics and Student Services Report –Dr. Guzman Duran

a. VPISS Updates

Academic and Career Planning

Dr. Guzman informed the board members that Academic and Career Planning is working on recruiting events and visiting high schools, started a financial aid campaign to help student fill out their FAFSA application and 16 Veteran students have been certified.

Allied Health/Public Services

Dr. Guzman told the board members that three EMT students are supported by the Help WIOA funds. Instructors Allen Sanchez and Karen Tores are co-teaching and have passed their last block exam.

Business/Education

Dr. Guzman informed the board members that the Education Department received funding for “The Grow Your Own and funding from Teacher Preparation scholarships. The Preschool received a grant from the Early Childhood and Care Department.

CTE – Welding, Automotive Technology, Cosmetology

Dr. Guzman announced that procedures are being made to the Auto body repair field to give the students skills equivalent to a Wyotech or UTI accreditation in their program. Dr. Guzman told the members that four students that graduated in May are not licensed cosmetologists. Students are working to get certified in SP2 certificates on safety and their Valvoline certificates in oil.

Financial Aid

Students were contact to make sure students filled out financial aid documents, met with financial aid advisors and a search committee is appointed to hire a Financial Aid Director.

Nursing

Nursing Department is working on their accreditation report. Mia Marquez, nursing students is the Las Vegas Fiesta Queen. Newly hired retention specialists and tutor are supporting the nursing students in getting through the program.

STEM

STEM and Humanities are at minimum capacity and offerings new programs in Humanities. This fall semester some courses offering utilizing VR Technology. STEM director attended the statewide Committee Meeting for Common Course Numbering and Common Course Descriptions for Computer and Allied Science in Albuquerque, NM. Humanities Department is offering a ceramics class using LANL funding.

Registrar

The Registrar’s office is cross-training and working on posting the Spring 2024 schedule.

Rough Rider Community (includes all Satellite and Admissions and Community Ed.

Recruiters are visiting recruiting events and the Satellite Office Managers have been trained on fiscal office procedures.

Rough Rider Mentorship Program

Rough Rider Mentorship director has been working on “Beyond School” classes are offered to students from 6th to 8th grade. Classes will be offered on the main came and at the LCC sites. These classes are free to the middle school students.

Student Center (includes LRC, Bookstore and Café)

Ron Duran conducted a survey to see what student would like in the café and bookstore. 86 students responded to the survey. The bookstore is now part of the café.

27. Vice President of Finance and Administration – President Martinez

a. VPFA Updates

- o The Budget has been approved by HED and the budget has been entered into our system. The VP of Instruction will meet with all departments informing them of their budgets.

b. Revenue Expenditure Report

- o Dr. Martinez shared with the board the revenue and expenditures report giving the board the campus an account on the total revenue for the year.

c. Action Item – Added Security Appropriation

Trustee Kenneth Medina motioned to approve the added security appropriations and Trustee Rosalie Ortega seconded. Motion passed

Chair Dr. Gilbert Sena called for a roll call vote. Roll call is as follows

Chair Dr. Gilbert Sena	Yes	Trustee Mark Dominguez	Yes
Madam Vice Chair Dianna Medrano	Yes	Trustee Dr. Phyllis Martinez	Yes
Madam Secretary Louise Portillos	Yes	Trustee Kenneth Medina	Yes

Chair Dr. Gilbert Sena called for a roll call vote. Roll call is as follows

Chair Dr. Gilbert Sena	Yes	Trustee Mark Dominguez	Yes
Madam Vice Chair Dianna Medrano	Yes	Trustee Dr. Phyllis Martinez	Yes
Madam Secretary Louise Portillos	Yes	Trustee Kenneth Medina	Yes
Trustee Rosalie Ortega	Yes		

a. Action Item – Bank Signatory Authority

Trustee Dr. Phyllis Martinez motion to approve the Bank Signatory Atheization and Vice Chair Dianna Medrano seconded. Motion passed.

Chair Dr. Gilbert Sena called for a roll call vote. Roll call is as follows

Chair Dr. Gilbert Sena	Yes	Trustee Mark Dominguez	Yes
Madam Vice Chair Dianna Medrano	Yes	Trustee Dr. Phyllis Martinez	Yes
Madam Secretary Louise Portillos	Yes	Trustee Kenneth Medina	Yes
Trustee Rosalie Ortega	Yes		

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

a. Tuesday, November 14, 2023 @10:00 am – LCC Student Success Center Board Room.

3. Adjourn

Trustee Mark Dominguez motioned to adjourn the meeting and Trustee Rosalie seconded. Motion passed.



Chair Dr. Gilbert Sena



Madam Secretary Louise Portillos



Amanda Lucero, Recorder