

**Academic Leadership
Regular Meeting
April 9, 2021 1:00 a.m.
Google Meeting**

Present: Brenda Ortega, Jonathan Lujan, Dr. John Thompson, Maxine Hughes, Geraldine Saavedra, Lita Bernal, Francisco Apodaca,

Establishment of Quorum. A Quorum was established.

CTO. Chair Brenda Ortega called the meeting to order at 1:01 pm

Agenda. Chair Brenda Ortega amended the agenda; under Informational/Discussion Items she added: Introduction and Welcome Jonathan Lujan, Springer Preview Day, Update of Shared Governance Committee, April 20th Soft Opening of Law Enforcement Training Center. Chair Brenda Ortega entertained a motion to approve the agenda. Lita Bernal moved to approve the agenda as amended; the motion was seconded by Dr. John Thompson. All were in favor - motion carried.

Approval of Minutes - March 5, -2021. Chair Brenda Ortega entertained a motion to approve the minutes. Francisco Apodaca moved to approve the minutes as presented; the motion was seconded by Dr. John Thompson. All were in favor -motion carried.

Informational/discussion

Introduction and Welcome Jonathan Lujan.

Brenda Ortega introduced Jonathan Lujan to the group and welcomed him.

Jonathan Lujan advised that he is the LCC Career Services Advisor and has been since mid-February, and has been here at Luna for a total of four year as a student/ tutor.

College Day.

Jonathan Lujan noted that the event happens to fall on Cinco de Mayo, but is not a Cinco de Mayo event; the purpose is to invite area schools to tour the Luna campus. An invite letter has been drafted by Moses Marquez and sent out by Martin Garcia; Students are asked to RSVP so that can be given a t-shirt.

Jonathan Lujan presented a power-point to the group that pointed out booths set up at the LCC auditorium and how they will be socially distanced. Jonathan Lujan noted that there would be a tour of the campus and demonstrated the route that would be taken. He explained the tour takes about 20 minutes, and he has spoken with the ACE Lab Coordinator Raymond Varela and it was agreed that the tutors will give the tours.

There was a brief discussion about the tours and possible problems with people who are waiting around and may have nothing to do. Jonathan Lujan along with the group agreed maybe the tours should be continuous instead of having to wait for the upcoming tour. They also discussed refreshments and Jonathan noted that due to Covid there may be sack lunches and bottled water. It was suggested putting the Luna Logo on the water bottles.

Lita Bernal offered the simulator labs as part of the tour. Jonathan Lujan thanked her and agreed that would be a great idea.

Graduation.

Geraldine Saavedra noted that we have 100 students who have graduated. We will reach out to them to see if they'd like to participate in the graduation ceremonies. We continue to receive applications for the past Summer and Spring. The plan is to have more than one commencement ceremony depending on how many show an interest in participating.

It was suggested by Brenda Ortega that the academic directors help out with their own department graduates.

Maxine Hughes noted that dividing up of duties will be the way to get it done. Dave Kavanaugh & Jesse Gallegos will put together a program and mentioned others who are also helping out.

The cutoff for Petitions to Graduate is April 23, 2021 so the program can be created and printed. There are currently 300 green- turquoise 360. We will need faculty in their Regalia. Each director will also need to submit the names of their department's student rep who will be their flag bearer by Friday, April 23rd.

General Education Certifications.

Brenda Ortega noted that Tycie Jackson is the Institutions designee for getting GE classes certified in the State of NM; she probably works mostly with STEM and Humanities. The deadline to get classes certified will be the end of May; then the documents for Institution and Course Information will be sent to the State's review board. Directors need to make sure that they are working with their instructors to get their classes certified as it is an HED requirement.

Stipends for Committee Leadership.

Brenda Ortega brought up the fact that there are some people on committees who receive stipends for sitting on committees, and she feels it should be the same for everyone.

Maxine Hughes noted that Academic Leadership is not an organized committee or entity and it was utilized to get participation. Academic Leadership is not a senate, we are an advisory council. The student senate petitioned for stipends and then faculty senate petitioned. Maxine Hughes clarified that it is not only the officers but the senators as well.

The following was discussed:

- Francisco Apodaca said it seems like it was from past administrations; it was handled in a different way depending on the discretion of the particular president, and the policies are at the discretion of the president. Academic Leadership was never identified as academic leaders. Francisco Apodaca feels it should be established through policy and removed from the discretion of the president. Academic Leadership should initiate that definition so that it is not at the discretion of one person.
- Dr. John Thompson noted that he has never heard of this, but has heard of allocation of time or where certain employees got release time.
- Brenda Ortega noted that she will try to form a group to discuss a bill - will follow up with an email.

Springer Preview Day.

There was an email that went out from Interim President Dr. Kenneth Patterson noting that Springer Preview day is on April 19, 2021 at 9:00 am. Maxine Hughes advised that she would follow up to see who is in charge and if there will be a planning meeting for table set ups and reservations.

Shared Governance Update.

Shared Governance met this morning; there was no quorum, however the committee met as a whole & approved the asynchronous survey. The Academic Leadership surveys need to be reviewed by the end of the Spring term.

April 20th Soft Opening.

Lita Bernal noted that the LETC Soft Opening will be held on Tuesday, April 20, 2021. Student Senate is sponsoring the event and they did not invite the entire community. The local law enforcement simulators have arrived in three large crates and will be set up. Lita Bernal asked the group to encourage everyone on campus to attend.

Action - None**New or Follow-up Items for Next Meeting's Agenda.**

Brenda Ortega asked the group if they have anything for the next meeting agenda to please email her and Mary Duran.

Adjourn.

Brenda Ortega entertained a motion to adjourn. Lita Bernal moved to adjourn; the motion was seconded by D. John Thompson. The meeting adjourned at 2:06 p.m. All were in favor - motion carried.