

**LUNA COMMUNITY COLLEGE
BOARD OF TRUSTEES
SPECIAL BOARD MEETING**
Thursday, August 15, 2019 @ 5:30 pm
LCC Student Success Center Board Room

Call Meeting to Order and Establish a Quorum

Roll Call

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

Also Present: President Rolando Rael, Executive Office Manager, SherylAnn Yara, Information Specialist, Ray Baca, Francisco Apodaca, STEM Director, Matthew Cordova, Physical Plant Manager, Jason Killian, Humanities, Kelsey Kendall, Optic, Breanna Gould, Allied Health/FS, Susan Grohman, Nursing/FS, Linda Salazar, LRC/Staff Senate, Carolyn Chavez, Human Resources Director, Geno Castillo, Trades Director, Roland & Dianna Medrano, Guests and Dawn Martinez, Guest.

Absent: Trustee Eugenio Perez IV

Pledge of Allegiance – Trustee Julian Jaramillo led the Pledge of Allegiance.

Approval of the Agenda

Vice Chairman Kenneth Medina moved for approval of the Agenda. Trustee Martin Gonzales seconded the motion.

Chairman Daniel J. Romero then announced that LCC Legal Counsel, Marc Gano will be running late this evening and if need be, we will move Action Item #4, Approval of the Election Resolution, which Mr. Grano will present, to the bottom of the list.

Chairman Daniel J. Romero called for a roll call vote. Roll call vote was taken and reflected the following:

Chairman Daniel J. Romero	Yes	Vice Chairman Kenneth Medina	Yes
Secretary Ernie Chavez	Yes	Trustee Mark Dominguez	Yes
Trustee Martin Gonzales	Yes	Trustee Julian Jaramillo	Yes
Trustee Eugenio Perez IV	Absent		

The vote for approval of the Agenda was unanimous.

Approval of the Minutes

Trustee Martin Gonzales moved for approval of the July 9, 2019 Minutes. Trustee Julian Jaramillo seconded the motion.

Chairman Daniel J. Romero called for a roll call vote. Roll call vote was taken and reflected the following:

Chairman Daniel J. Romero	Yes	Vice Chairman Kenneth Medina	Yes
Secretary Ernie Chavez	Yes	Trustee Mark Dominguez	Yes
Trustee Martin Gonzales	Yes	Trustee Julian Jaramillo	Yes
Trustee Eugenio Perez IV	Absent		

The vote for approval of the July 9, 2019 Minutes was unanimous.

Public Comment

There was no public input at tonight's meeting.

Faculty Senate Report

Faculty Senate Chair, Breanna Gould addressed the Board and gave the following Faculty Senate report:

What is Faculty Senate working on?

A. Faculty Senate held its first regular meeting on August 12, 2019 where we discussed holding a special election for vacancies in the following positions: Senator of Allied Health/Nursing, Senator of Humanities, Adult Ed, Early Childhood, Senator of STEM/Business, appointed a secretary, discussed the roll out of the approved Master Syllabus template and finally the potential of moving select mandatory trainings to online modules.

B. We are nearing the close of Faculty In-Service week, which included several mandatory trainings and invited guest speakers/professional development workshops.

C. Mandatory trainings included Title IX, Sexual Harassment, Active Shooter, Classroom Management, GenEd Assessment, FERPA, ADA and other updates from the Registrar's Office.

D. Invited speakers included Dr. Rebecca Moore of NMHU, Mike Kloeppel former recruitment official from NMT and Joanne Damminger, former President of NACADA. Dr. Rebecca Moore discussed tools and provided insight for creating diverse and inclusive campuses. Mike Kloeppel discussed effective recruitment strategies and provided potential solutions for dwindling enrollment. Joanne Damminger discussed the role of advisement in retention, tools for creating guided pathways for career based advisement, and the overall role of advisement in student success/curriculum. Joanne also guided two workshops which gave faculty and advisors the opportunity to practice advising approaches and tools.

E. The next Faculty Senate meeting will tentatively take place the second week of September, day and time to be determined after the special election.

Agenda item include:

- Special election results
- Faculty evaluations
- Any other item of business that needs to be addressed at our next regular meeting.

II. **Meet your faculty**

A. Faculty Senate Vice Chair Susan Grohman

5:50 p m – Trustee Eugenio Perez IV is now present

Staff Senate Report

There was no Staff Senate Report

Student Senate Report

There was no Student Senate Report

Reports – LCC President – LCC Board – LCC Committees – LCC Departmental

Chairman Daniel J. Romero advised that the Facilities Committee met on August 9th, and discussed capital outlay projects. Chairman Romero advised that the State had asked that we put together some type of a wish list and that list consists of completion of the back of the Media Arts Center, work on the HVAC and the paving/parking lots situation.

Matthew Cordova, Physical Plant Manager addressed the Board and advised that there are only two projects which were discussed as the third project, paving, sidewalk repairs and entryways.

A lengthy discussion ensued amongst the Board regarding the paving, sidewalks, materials and budget.

Chairman Romero advised that several recommendations were made in regards to the MEC building during the discussion. Chairman Romero further advised that discussion regarding upgrade to full systems in four of our buildings, (Admin., Tech., Student Success and General Studies) also took place. Chairman Romero then advised that it was asked by the State if we could come up with some type of energy savings, they would support our project(s).

Human Resources

Human Resources Director, Carolyn Chavez addressed the Board and gave the following report regarding hires, resignations and terminations for the month of July.

No Hires in the month of July

No Terminations in the month of July

Resignations – Jessica McGee, Culinary Arts Instructor and Dawna Gallegos Ortega, Dental Instructor.

Informational Items

1. Youth Science Program – end of program update

Francisco Apodaca, STEM Director addressed the Board with an update on the end of the Youth Science Program and advised that we are the only ones who offered the five (5) week program. Mr. Apodaca further advised the Board that the responses received from both the parents and students were exceptionally good. Mr. Apodaca advised that we had advertised for and hoped to get fifty (50) students, although we had a total of forty (40) students with the others opting out for various reasons.

The Board commended Mr. Apodaca and his staff for a job well done and advised that they hope we are able to do this again next summer. The Board also gave Mr. Apodaca suggestions as to possibly seeking grants for next year to assist with the snacks, etc., as we had students this year who were on different diets and were not able to eat the snacks offered them.

2. HLC (Higher Learning Commission) IAC Hearing Update

President Rolando Rael addressed the Board and gave the following update. President Rael advised that on August 12, 2019, five (5) members of Luna Community College went before the Higher Learning Commission IAC Hearing Committee. President Rael went on to list the five members who included, Board Chairman Daniel J. Romero, President Rale, Donna Flores-Medina, VP of Finance, Henrietta Romero, Registrar and Sierra Fernandez who is in Nursing as well as the Chair for Retention & Completion (R&C). President Rael went on to say that the group went before a six member panel and began with opening remarks from the site visiting team leader, Julie First-Bowe and himself. President Rael advised that Ms. First-Bowe's remarks centered on the good things that the Institution had done following the Show Cause Site Visit, but reiterated that there were concerns stemming from the lack of unison between the governing board and employees of the Institution as well as other various deficiencies that the visiting team had observed while they were here. President Rael went on to advise that his remarks centered around the effects of sanctions on the Institution's ability to progress in a timely manner and that we valued the recommendations from the Higher Learning Commission's site visit, as well as how Luna was working to improve on the areas which needed improvement based on their report. President Rael advised that he also spoke on how the Board and Institution are working to better the process of shared governance and that there were policies drafted to improve the communication between the Board and members of shared governance. President Rael further advised that he spoke about how vital Luna Community College is to the service area, especially to those less fortunate in our community. President Rael also spoke about the resurrection of the Foundation and its

significance to students having access to scholarships. President Rael gave two student's stories relating to how Luna was there to help them succeed. President Rael spoke about the dedication of our staff and faculty and the important role they play in student success. President Rael then advised that he opened and closed with a request that they recommend that Luna be returned to accreditation without sanctions.

President Rael advised that the IAC asked questions which dealt with various aspects of the report which was provided by the site visit, such as employee morale, Board self evaluation process, the Presidential evaluation process, the lack of a facility masterplan, student enrollment and projection, the budget and budget projections for the future. President Rael advised that the IAC did mention the lack of grant funding and we did stipulate that due to our probation status it affected us. The IAC also talked about the decline in enrollment over the past several years (38%) decline, which we are not aware of where the received this information. The IAC asked what the possibility is that Luna can turn itself around, given its current status. The IAC asked about the lack of long term fiscal planning, the lack of stability in leadership, and many more questions which they had to answer concerning the Institution. President Rael advised that the hearing concluded with the site visiting leader giving her final overview of LCC's capabilities and her continued concerns about the Institutions ability to meet unmet criteria. President Rael advised that he concluded by saying that Luna Community College is committed to rectifying its difficiencies and that we would commit ourselves to making Luna gaining unsanctioned accreditation without our current fiscal year.

Board Chairman, Daniel J. Romero then advised that it was a very tough deal and advised that one of the concerns was that the Board members are still interfering with the day to day operations of the Institution. Chairman Romero further advised that the IAC asked about Board appointments, the hiring of the President.

Vice President of Finance, Donna Flores-Medina then advised that the IAC would really like to see us gather sufficient and accurate data, evaluate it and make data driven decisions for improvement.

2. Discussion – President Rolando Rael (Evaluation)

Trustee Mark Dominguez addressed the Board and read from the President's contract, time frames as to when the President's evaluation and how the President's evaluation would take place. A discussion ensued regarding the issue which educated the Board as to when the President's evaluation will take place.

Action Items

1. Ratification of \$5,000.00 match for the Youth Science Project.

Chairman Daniel J. Romero moved for approval of the \$5,000.00 match for the Youth Science Project. Trustee Eugenio Perez IV seconded the motion.

Chairman Daniel J. Romero called for a roll call vote. Roll call vote was taken and reflected the following:

Chairman Daniel J. Romero	Yes	Vice Chairman Kenneth Medina	Yes
Secretary Ernie Chavez	Yes	Trustee Mark Dominguez	Yes
Trustee Martin Gonzales	Yes	Trustee Julian Jaramillo	Yes
Trustee Eugenio Perez IV	Yes		

The vote for approval of the \$5,000.00 match for the Youth Science Project was unanimous.

2. Approval of YEAROUT Energy Services (YESCO) contract.

No discussion or action was taken on this issue due to it being tabled at a previous meeting.

A Special Meeting was called for Monday, August 19, 2019 @ 9:00 am in order that Matt Cordova, Physical Plant Manager meet an HED deadline.

3. Approval/Certification of Fixed Assets List.

After a lengthy discussion and recommendations to check into the fixed assets in Raton (Luna Community property), Trustee Eugenio Perez IV moved for approval of the Fixed Assets List. Vice Chairman Kenneth Medina seconded the motion.

Chairman Daniel J. Romero called for a roll call vote. Roll call vote was taken and reflected the following:

Chairman Daniel J. Romero	Yes	Vice Chairman Kenneth Medina	Yes
Secretary Ernie Chavez	Yes	Trustee Mark Dominguez	Yes
Trustee Martin Gonzales	Yes	Trustee Julian Jaramillo	Yes
Trustee Eugenio Perez IV	Yes		

The vote for approval of the Fixed Assets List was unanimous.

At this time, Trustee Mark Dominguez advised that being that the Agenda was approved as it, and Legal Counsel is not yet present, he would like to move to have Action Item #4 moved to Action Item #7. Trustee Martin Gonzales seconded the motion.

Chairman Daniel J. Romero called for a roll call vote. Roll call vote was taken and reflected the following:

Chairman Daniel J. Romero	Yes	Vice Chairman Kenneth Medina	Yes
Secretary Ernie Chavez	Yes	Trustee Mark Dominguez	Yes
Trustee Martin Gonzales	Yes	Trustee Julian Jaramillo	Yes
Trustee Eugenio Perez IV	Yes		

5. Approval of Amended Contract or President Rolando Rael.

After a brief discussion, Trustee Mark Dominguez read the amendment to the contract explaining the amendments. Chairman Daniel J. Romero moved for approval of the amended contract for President Rolando Rael. Trustee Mark Dominguez seconded the motion.

Chairman Daniel J. Romero called for a roll call vote. Roll call vote was taken and reflected the following:

Chairman Daniel Romero	Yes	Vice Chairman Kenneth Medina	Yes
Secretary Ernie Chavez	No	Trustee Mark Dominguez	Yes
Trustee Martin Gonzales	Yes	Trustee Julian Jaramillo	Yes
Trustee Eugenio Perez IV	Yes		

The vote for approval of the amended contract for President Rolando Rael was unanimous.

6. Approval of the HED Quarterly Report.

After some discussion, and some concerns voiced by Finance Committee Chairman, Trustee Eugenio Perez IV, Trustee Martin Gonzales moved for approval of the HED Quarterly Report. Vice Chairman Kenneth Medina seconded the motion.

Chairman Daniel J. Romero called for a roll call vote. Roll call vote was taken and reflected the following:

Chairman Daniel J. Romero	Yes	Vice Chairman Kenneth Medina	Yes
Secretary Ernie Chavez	Yes	Trustee Mark Dominguez	Yes
Trustee Martin Gonzales	Yes	Trustee Julian Jaramillo	Yes
Trustee Eugenio Perez IV	Yes		

The vote for approval of the HED Quarterly Report was unanimous.

7. Approval of BAR's (Budget Adjustment Requests).

No action was taken on the above listed issue due to the Board not receiving the information in their packets.

4. Approval of LCC BOT 2019 Election Resolution.

LCC Legal Counsel Mark Grano presented the 2019 LCC Election Resolution and explained that there are two parts of this resolution which need approval.

Trustee Martin Gonzales moved for approval of part 1 of the LCC 2019 Election Resolution. 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:

Chairman Daniel J. Romero	Yes	Vice Chairman Kenneth Medina	Yes
Secretary Ernie Chavez	Yes	Trustee Mark Dominguez	Yes
Trustee Martin Gonzales	Yes	Trustee Julian Jaramillo	Yes
Trustee Eugenio Perez IV	Yes		

The vote for approval of part 1 of the LCC 2019 Election Resolution was unanimous.

Trustee Martin Gonzales moved for approval of part of the LCC 2019 Election Resolution. Chairman Daniel J. Romero seconded the motion.

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

Chairman Daniel J. Romero	Yes	Vice Chairman Kenneth Medina	Yes
Secretary Ernie Chavez	Yes	Trustee Mark Dominguez	Yes
Trustee Martin Gonzales	Yes	Trustee Julian Jaramillo	Yes
Trustee Eugenio Perez IV	Yes		

The vote for approval of part 2 of the LCC 2019 Election Resolution was unanimous.

Announcements

Chairman Daniel J. Romero announced that a meeting has been called for Monday, August 19, 2019 @ 9:00 am with the regular Board meeting scheduled for Tuesday, September 10, 2019 @ 5:30 pm.

Adjourn

Vice Chairman Kenneth Medina moved for adjournment. Trustee Julian Jaramillo seconded the motion.

Chairman Daniel J. Romero called for a roll call vote. Roll call vote was taken and reflected the following:

Chairman Daniel J. Romero	Yes	Vice Chairman Kenneth Medina	Yes
Secretary Ernie Chavez	Yes	Trustee Mark Dominguez	Yes
Trustee Martin Gonzales	Yes	Trustee Julian Jaramillo	Yes
Trustee Eugenio Perez IV	Yes		

The vote for approval of adjournment was unanimous.

Daniel J. Romero, Board Chairman

Ernie Chavez, Board Secretary

SherylAnn Yara, Recorder