

**LUNA COMMUNITY COLLEGE
BOARD OF TRUSTEES
REGULAR MEETING MINUTES**
Tuesday, July 12, 2022 @ 10:00 am
LCC Student Success Center Board Room
366 Luna Drive, Las Vegas, New Mexico

Call Meeting to Order and Establish a Quorum

Roll Call

Present: Chairman Dr. Gilbert Sena, Madam Vice Chair Dianna Medrano, Madam Secretary Louise L. Portillos, Trustee Mark Dominguez, Trustee Rosalie Ortega and Trustee Kenneth Medina

Absent: Trustee Dr. Phyllis Martinez

Also Present: President Dr. Edward A. Martinez, Vice President of Instruction and Student Services Dr. Dani Day and Executive Administrative Assistant to President Anna Garduño. Others present: Lorraine Martinez, LCC Foundation; Greg Salazar, IT Director; Ray Baca, Information Representative; Carl Vigil, Athletics

Pledge of Allegiance

Trustee Mark Dominguez led the Pledge of Allegiance.

Approval of the Agenda

Trustee Kenneth Medina made a motion to approve the agenda as presented. Madam Vice Chair Dianna Medrano seconded the motion. Motion carried.

Approval of the Minutes (June 14, 2022)

Trustee Dr. Phyllis Martinez arrived.

Trustee Rosalie Ortega made a motion to approve the minutes. Trustee Kenneth Medina seconded the motion. Motion carried.

Public Comment

There was no public comment at the meeting.

The Board of Trustees Updates

1. BOT Updates and Committee Reports

Executive Committee Meeting

Chairman Dr. Gilbert Sena reported that the Executive Committee met on July 5, 2022 and Trustee Dianna Medrano, President Martinez, Secretary Louise L. Portillos, and Anna Garduño, Executive Administrative Assistant were present. Chairman Sena stated the minutes from the 6/7/2022 meeting were approved. President Martinez gave an update on the campus and the Forest Incident Command Center. There is no indication of when personnel will be leaving. Cleaning of buildings is still taking place. President Martinez is currently working on Restoration Landscape workshops. And HELP New Mexico has several students working on campus. LCC is working with long term recovery groups and those affected by the fires in Mora and San Miguel counties.

Academic Committee Meeting

Canceled – No updates

Finance Committee Meeting

Canceled – No updates

Facilities Committee Meeting

Canceled – No updates

Personnel Recognition

Dr. Martinez introduced and acknowledged NM Help interns present at meeting: Analena Herrera, Sarah Lopez, Ryan Rice, Diego Jaramillo, Ezekiel Sanchez, Evan Vigil, Brenen Deisler. Carl Vigil noted that one student was away on vacation, Isaac Aaron.

Chairman Dr. Gilbert Sena and the Board recognized and welcomed the students, and thanked their supervisors, Dr. Day, Mike Jaramillo, and Carl Vigil.

Foundation Board Report

Lorraine Martinez represented the LCC Foundation, and stated President Martinez attends every meeting, and all are working on the Food Pantry, thanks to a grant received for \$5000, buying non-perishable foods, and hygiene items. The Fire Relief Grant for \$10,000 has helped twenty-two students, with \$200 - \$500 donations. Kristine Jaramillo has worked hard getting the Foundation's financial records in order, and the Foundation is working on finishing up the Strategic Plan. Ms. Martinez announced the Foundation Board Members: Phillip Martinez, Regina Madrid, Martina Tapia, Ella Arellano, Jason Sanchez, Max Trujillo, Rebecca Herrera, Lawrence Quintana, Christopher Gutierrez, and herself. Due to the fires, the golf tournament at Pendaries was canceled and discussion took place, of possibly rescheduling to the NMHU Golf Course. Ms. Kristine Jaramillo is acting as an advisor, along with Paul Cassidy.

Shared Governance Report

President Martinez presented the report on behalf of Shared Governance. There have been no meetings, therefore there is nothing to report.

President's Report

Board Retreat - President Martinez discussed the need to reschedule the Board Retreat, previously canceled during the wildfires. Board members discussed and the dates of September 15 and 16, 2022, were decided, to hold the next retreat. The previous agenda was shared and it was discussed that the same agenda will be the goal for use, depending on the availability of the facilitators.

President's Updates – President Martinez noted a mistake on the report (the bullet regarding July 7, buildings being opened), and stated some buildings are still being tested by hygienics today. Kathy Romero has accepted the position of Vice President of Finance. Dr. William Taylor will stay onboard to provide training for her, for a week or so. Sherry Goodyear is now the Rough Rider Mentorship and College Readiness Program Director. The baseball coach has resigned, and Harry Estep is running the program during the hiring process. CampusWorks is meeting with various departments this week regarding technology and needs. New Mexico Forest Landscape Restoration workshops start Wednesday, and President Martinez shared a brochure regarding the workshops. \$54,500 was received to pilot the program, and will provide training, qualifying students to work with contractors, and the future plan is to create an Associates' Program. Instructors are currently being identified.

Vice President of Academics and Student Services Report – Dr. Dani Day

Dr. Dani Day announced two new hires in Allied Health, Denise Fox (Dental Assisting) and Adrellita Chavez (Allied Health). The Childcare Center is now open, and children are returning. As of yesterday, there were eleven children at the center. Career and technical education have received major grants in CTE, receiving supplies. The Nursing Pinning Ceremony will be held July 29th at 6pm. STEM and Humanities have worked well together, supporting STEM students and hiring a Film instructor, Terrance Garcia. Student Services is working towards creating less paperwork. Luna had a Woodworking instructor for Springer, and although ten people have showed interest, no one showed up for the class. There is a need for a Building Trades Instructor as well, but no one has committed yet. Luna is partnering with NMHU, creating the Heritage Trades Academy, and plan to build on the curriculum, including adobe, wood, rock, music. The program would embrace the culture of Northern New Mexico, and is in the beginning stages, including a Mariachi class in the works. No one has been hired for the Woodwork Instructor in Santa Rosa.

Finance and Administration Report

Dr. William Taylor and the Finance staff is at a Procurement Training this week, and unable to attend today's meeting. President Martinez presented the year to date financial report for the college, when my error was noticed, as the Action Item was not put on the agenda, by mistake. The report will be discussed at the next Regular Board of Trustees Meeting in August, and was withdrawn from the Agenda.

Approval of 2023 Juneteenth Federal Holiday off (Monday, 6/19/2023) - Action Item

Note: In error, Action Item – Approval of 2023 Juneteenth Federal Holiday off (Monday, 6/19/2023), was listed under “Finance and Administration Report”. It should have been listed under “Vice President of Academics and Student Services Report”.

Dr. Day stated Juneteenth is now a recognized Federal Holiday and should be acknowledged as so. Juneteenth was noted as Emancipation Day, June 19, 1865, the end of slavery as an acceptable practice, making it illegal to hold slaves from that day forward. After discussion, Madam Vice Chair Dianna Medrano made the motion to approve the 2023 Juneteenth Federal Holiday (6/19/2023), going forward. Trustee Rosalie Ortega seconded the motion.

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

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

Motion carried.

Announcement on Date, Time and Location of Next BOT (Meeting(s))

Chairman Dr. Gilbert Sena announced that the next LCC Regular Board meeting is scheduled for Tuesday, August 9, 2022 @ 10:00 am in the LCC Student Success Center Board Room.

Adjournment

Trustee Dr. Phyllis Martinez made a motion for adjournment. Trustee Kenneth Medina seconded the motion.

Motion carried and the meeting adjourned at 12:08 p.m.

Dr. Gilbert Sena, Board Chair

Louise L. Portillos, Board Secretary

Anna Garduño, Recorder

Minutes submitted
Anna Garduño
7/25/2022