



**MINUTES**  
**LUNA COMMUNITY COLLEGE**  
**BOARD OF TRUSTEES**  
**REGULAR MEETING**  
Tuesday, January 14, 2025 @10:00am  
LCC Student Success Center Board Room

**I. Meeting called to order at 10:15 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, Secretary Mark Dominguez and Trustee Dr. Gilbert Sena.

**Not present:** Madam Vice Chair Louise Portillos, Trustee Rosalie Ortega and Trustee Kenneth Medina

**Also Present:** Dr. Carol Linder – Interim President, Karen Torres - Interim VPISS, Dr Loretta Montoya (Via Zoom), Mary Frances Bibb – Student Services, Billie Mathews – Humanities & Faculty Senate, Gloria Ortiz – Student Services, Cindy Branch – Dual Credit Liason, Community Ed. Satelette Manager, Jeff Gamblin – IT Director, Shannon Ortiz - IT, Nicole Collins – STEM, Faculty Senate (via live stream), Linda Salazar – LRC Manager, Faculty Senate (via live stream), Kevin Williams – Early Childhood Adjunct, Faculty Senate (via live stream), Amanda Garcia – AR/Cashier, Rosalie Cruz – Accountant, Amanda Lucero – Exec Admin of Instruction, Lawrence Quintana – Chair LCC foundation, Clifford Regensberg – Vice Chair LCC Foundation, Carla Romero – Treasurer LCC Foundation, Christina Jaramillo – LCC Foundation Accountant, Leslieann Garcia – Executive Admin, Recorder.

**III. Pledge of Allegiance** – Clifford Regensberg led the Pledge of Allegiance.

**IV. Approval of the Agenda**

Trustee Dr. Gilbert Sena motioned to approve the agenda and Trustee Rolando Medrano seconded. Madam Chair, Dr. Phyllis Martinez called for a roll call.

**All trustees present voted to approve the agenda. -Motion passed.**

**V. Approval of the Minutes for December 10, 2024 -Regular Meeting**

Secretary Mark Dominguez motioned to approve the minutes and Trustee Dr. Gilbert Sena seconded. Madam Chair Dr. Phyllis Martinez called for a roll call.

**All trustees present voted to approve the December 10, 2024 - Motion passed.**

**VI. Public Comment** – No public comments were made.

**VII. 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, January 7, 2025 to include:

- 3<sup>rd</sup> Party Contractors
- City of Las Vegas Day at the Legislature – Friday, February 21, 2025
- Annual Tribute to Hispano Legislators Dinner Event – February 13, 2025 at La Fonda Hotel in Santa Fe, NM.

Secretary Mark Dominguez reviewed topics discussed during the Audit and Finance Committee meeting held on Tuesday, January 7, 2025 to include:

- FY25 Budget Status Report
- Budget Process Update

Trustee Dr. Gilbert Sena reviewed topics discussed during the Academic Committee meeting held on Tuesday, January 7, 2025 to include:

- Spring Enrollment Update
- Academics Report
- Satellite Campus Updates
- HLC Training – In-Service Week

Dr. Carol Linder reviewed topics discussed during the Facilities Committee meeting held on Tuesday, January 7, 2025 to include:

- Facilities Updates on Generators, Video Surveillance, Roofing Project and Demolition

### **VIII. Staff and Student Recognition**

Interim President, Dr. Carol Linder recognized new staff

- Rosalie Cruz, Accountant – 1/6/25
- Amanda Garcia, AR/Cashier – 1/6/25
- Kayleigh Frater, HR Administrator – 1/6/25
- Amber Valencia, HR coordinator – 1/6/25
- Deanza Dimas, Nursing Tutor – 1/6/25
- Andrea Yee, Nursing FT Instructor – 1/6/25
- Leiann Herrera, Temp Preschool Sub Teacher – 1/6/25
- Deni Javas, Adjunct Instructor fine Arts – 1/13/25

### **IX. Shared Governance Report – Dr. Billie Mathews**

Dr. Billie Mathews provided the BOT information regarding Shared Governance next meeting to be held later this week. Update will be provided at the next BOT Meeting on February 11, 2025.

### **X. LCC Foundation Report – Lawrence Quintana**

LCC Foundations Chair, Lawrence Quintana provided board members with a 2023-2024 Report to reference the following topics:

- Events Revenues of 2023-24 to include: Preservation Through Family, LCC Winter Festival, Mariachi Gran Victoria Concert, LCC Alumni Achievement Awards Banquet, Winter Fest 2024
- Student Hardship Fund
- Helen Obrien Scholarship Endowment
- Title V
- Grants to include: Fire Grant, Wildfire Resiliency Training Center, Mental Health Project, Green House Project, Model Classroom for Early Childhood, Adobe Model Home Project and Rotary Club Hardship Fund
- Scholarship Awards 2023-24

**XI. Executive Session**

- a. Limited Personnel Matters as permitted by NMSA 1978, Section 10-15-1(H)(2) (as amended) of the Open Meetings ACT.

Trustee Rolando Medrano motioned to move to Executive Session and Trustee Dr. Gilbert Sena seconded. Madam Chair Dr. Phyllis Martinez called for a roll call.

**All trustees present voted to move to Executive Session – Motion passed @ 10:58 am.**

Trustee Rolando Medrano motioned to move back to Regular Session and Trustee Dr. Gilbert Sena seconded. Madam Chair Dr. Phyllis Martinez called for a roll call.

(Vice Chair Louise Portillos arrived for Executive Session @ 11:25 am.)

(Secretary Mark Dominguez dismissed himself and left Executive Session @ 12:04 pm.)

**All trustees present voted to move back to Regular Session – Motion passed @ 12:07 pm. No action was taken.**

**XII. Interim Presidents Report – Dr Linder**

- a. Presidents Updates

Interim President Dr. Carol Linder provided the board updated enrollment reports for review.

**b. Action Item: Approve Extension of Contract Dr. Loretta Montoya, Interim CFO**

Trustee Dr. Gilbert Sena motioned to Approve Extension of contract Dr. Loretta Montoya, Interim CFO and Vice Chair Louise Portillos seconded.

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

**All Trustees present voted to approve Action Item – Extension of Dr. Loretta Montoya, Interim CFO – Motion Carries.**

**c. Action Item: Amendment of Contract Hank Blackwell, Interim Director WRTC**

Trustee Dr. Gilbert Sena motioned to Approve Amendment on Contract Hank Blackwell, Interim Director WRTC and Trustee Rolando Medrano seconded.

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

**All Trustees present voted to approve Action Item – Amendment Hank Blackwell, Interim Director WRTC – Motion Carries.**

**d. Action Item: Attain Partners, Registrar**

Vice Chair Louise Portillos motioned to Approve Attain Partners, Registrar and Trustee Dr. Gilbert Sena seconded.

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

**All Trustees present voted to approve Action Item Attain Partners, Registrar – Motion Carries.**

**XIII. Interim Vice President of Academics and Student Services Report – Ms. Karen Torres**

a. VPISS Updates

Interim Vice President Ms. Karen Torres provided the board a brief summary of the following topics.

- Recruiting for enrollment – Faculty involvement
- Announcement of NCCER Open house Thursday, January 16, 2025 at CTE Building 4-6:30 pm.

**XIV. Interim Chief Financial Officer – Dr. Loretta Montoya (via zoom)**

a. CFO Updates

Interim CFO Dr. Loretta Montoya provided the board a brief summary of new format for FY25 Budget Status Report.

**b. Action Item: Approve Extension of Contract Wanda Helms**

Vice Chair Louise Portillos motioned to Approve Extension of Contract Wanda Helms and Trustee Dr. Gilbert Sena seconded.

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

**All Trustees present voted to approve Action Item – Extension of Wanda Helms – Motion Carries.**

**c. Action Item: Approve TouchNet Software**

Trustee Dr. Gilbert Sena motioned to Approve TouchNet Software and Trustee Rolando Medrano seconded.

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

**All Trustees present voted to approve Action Item – Approve TouchNet Software – Motion Carries.**

**d. Approve Revised NMHU Graduate Assistant MOU**

Vice Chair Louise Portillos motioned to Approve Revised NMHU Graduate Assistant MOU and Trustee Dr. Gilbert seconded.

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

**All Trustees present voted to approve Action Item – Revised NMHU Graduate Assistant MOU – Motion Carries.**

**XV. LCC Board of Trustees Policy Review Introduction and Definitions, Policy 1000, 1100, 1200, 1400, and 1450.**

Vice Chair Louise Portillos motioned to Table LCC Board of Trustees Policy Review and Trustee Dr. Gilbert Sena seconded.

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

All Trustees present voted to Table LCC Board of Trustees Policy Review.  
– Motion Tabled.

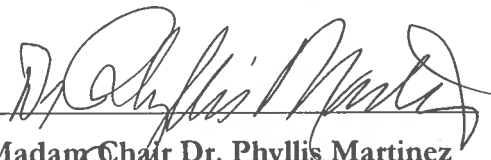
**XVI. Announcement on date, time and location of next BOT Meeting(s)**

- a. Special Meeting – Wednesday, January 15, 2025 @ 10:00 am – LCC Student Success Center Board Room. (*rescheduled to Thursday, January 17, 2025 to satisfy 72-hour notice requirements*)
- b. Regular Meeting – Tuesday, February 11, 2025 @ 10:00 am – LCC Student Success Center Board Room.

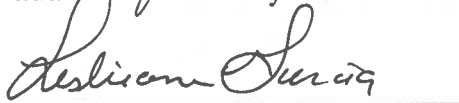
**XVII. Adjourn:**

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

All trustees present voted to adjourn. - Motion passed unanimously @ 12:27 pm.

  
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Madam Chair Dr. Phyllis Martinez

2/11/25  
Date

  
\_\_\_\_\_  
Leslieann Garcia, Recorder

2/11/25  
Date

