

**Academic Leadership
Regular Meeting
May 7, 2021
Google Meeting**

Present: Brenda Ortega, Dr. Kenneth Patterson, Dr. John Thompson, Maxine Hughes, Geraldine Saavedra, Lita Bernal, Francisco Apodaca, Breanna Gould, Dr. John Thompson, and Mary Duran (Liaison).

Absent: Dr. Anita Roybal

Establishment of Quorum. A Quorum was established.

Call to Order. Chair Brenda Ortega called the meeting to order at 1:03 pm

Agenda. Chair Brenda Ortega entertained a motion to approve the agenda as presented. Breanna Gould moved to approve the agenda as presented; the motion was seconded by Lita Bernal. All were in favor – motion carried.

Approval of Minutes – April 9, 2021. Chair Brenda Ortega entertained a motion to approve the minutes as presented. Breanna Gould moved to approve the minutes as presented; the motion was seconded by Lita Bernal. All were in favor – motion carried.

**Informational/ Discussion Items
Department Updates – 3 minutes**

Maxine Hughes reported the following:

- Officially back as FT Director of Nursing
- Will have 19 students graduating
- We are doing end of year things such as: getting policies ready, curriculum review, assessments, and CLOAs
- Teas exams are going on now
- Nursing Program applications will be due June 4th and students will be selected by the middle of June.
- Thanked everyone for support as Vice President of Academics; everyone was very respectful and helpful
- Brenda Ortega thanked Maxine Hughes on behalf of Academic Leadership for the respect you showed us all as well.

Francisco Apodaca reported the following:

- Have completed last week of classes in all areas
- Starting finals on schedule

- Have nine (9) people who will walk in the graduation ceremonies; the Graduates are from all areas of STEM including Mathematics, Pre-engineering, and General Science

Lita Bernal reported the following:

- School of Business will have eight (8) graduates – none of them will be attending the graduation ceremonies
- I have 39 days of employment with Luna Community College -retiring at the end of the semester
- No longer runs the Criminal Justice program – well wishes to whoever takes over and will help as much as possible.
- Brenda Ortega congratulated Lita Bernal on her retirement, and appreciates all the support she has shown her always and congratulated her on the nine (9) graduates.

Breanna Gould reported the following:

- Thanked Maxine Hughes and Lita Bernal for their service and support
- Working hard trying to get end- of-year paper work out
- All the faculty have scheduled finals on time
- Have 20 graduates participating in the graduation ceremonies for the Allied Health certificate
- The Board of Trustees chose not to approve the budget for and Allied Health Director so will not be assuming those responsibilities once contract is up.

Brenda Ortega reported the following:

- Awarded a \$2500 grant from NM Childcare Health & Safety
- Have seven (7) graduates that will be participating in the graduation ceremonies.
- All instructors did a great job – believes the secret to retention is having good instructors.
- Had a successful Mother's Day event at the Pre-school.

Dr. Thompson

- Last two days have been exciting days in CTE – can spend Perkins monies without additional approval – purchasing new equipment under 5,000
- New wrap on trailer and new tires – will take to Albuquerque to get wrapped – may take a month to get back
- Will have 52 students in the Welding program for Fall 2021
- Have \$50,000 to spend on CTE activities

College Days re: Springer April 19th and LCC's May 5th events

- Recognized everyone who helped put together the events – went well considering all that is going on, and at least efforts are there.
- CTE staff were very involved; interacting with the other departments was fun and the school spirit was amazing

Graduation – Rehearsal 5/13 at 11 am; Ceremony 5/14 at 2pm

- Geraldine Saavedra noted that graduation will be Friday, May 14th, 2 pm at the MEC auditorium.
- Each graduate will be allowed two (2) guests and will be given tickets for their guests at the Bookstore with their cap and gown.
- There will be a dress rehearsal on Thursday, May 13th, 11 am
- Students will be lined up at the LCC Cafeteria.
- Guests will be at the MEC auditorium.
- Board of Trustees and faculty will be in the classrooms
- There will be hand sanitizer provided and everyone will be required to use masks and social distanced.
- A walk through will be held on Monday with Interim President Mr. Morris Madrid.
- Maxine Hughes asked what if a student borrowed a gown – how would they get the guest tickets. Geraldine Saavedra noted that her department will reach out to the students to advise them to contact Ron Duran
- Brenda Ortega asked what the group could help with – Geraldine Saavedra noted that everyone is contributing as much as possible. Brenda Ortega noted that if there is anything that the group can assist with to please send an email to Mary Duran or to Dr. Kenneth Patterson.

In-service Week 5/17 to21

- It was noted that the Faculty Senate will meet on Friday at 1pm – Breanna Gould noted that she would follow up with Sherry Goodyear to see what is going on.

Changes in Administration: New President

- It was noted that LCC has a new selected President and new Interim President

Lita Bernal pointed out that hiring a new president is still under negotiation. – concerned that if we are on a hiring freeze how far does that extend?

- Brenda Ortega thanked Maxine Hughes and Dr. Kenneth Patterson for everything. She continued advising Dr. Patterson that he did a lot work during his tenure here at LCC.

Dr. Kenneth Patterson thanked Brenda Ortega and noted that he has been here for a year and a half now and realizes it has been tough with Covid – he mentioned a couple of institutions back home that actually had to close down after 183 years of service. He

advised the group that he has no intention of leaving, but we all know that he will not be here much longer.

He continued on to say to everyone: “You all bring wonderful things to the table – always remember you’re a success and thank you for what you have done and what you do.” He advised Maxine Hughes that teaching students the personality on how to become a nurse is the biggest job. His word of advice to the group is to always teach your students to become something more – better person, not to drive but to learn to drive, not to raise children but teach them how to teach children. Dr. Kenneth Patterson was thanked for embracing Las Vegas.

How to include course in program schedule (i.e. Required course like English, Math and approved electives)

- Dr. John Thompson noted that at many institutions there were various ways schedules were put together – there was a person who receives them and that one person would create it. He said he does not believe we should leave it up to the students to find the course they are interested in – how do we find the time slots to build the wants and needs outside their program.
- Breanna Gould advised that a block schedule was approved by Shared Governance. Dr. John Thompson was not aware of this nor did his advisors or instructors adhere to that, however will implement the block schedule for next Spring.
- There was lengthy discussion about offering the intermediate and developmental courses a couple of times to be able accommodate the students at least twice a day. There was concern about summer English and Math courses and the need to have a strong advisor to help balance that.
- Dr. Kenneth Patterson explained that even with the block schedule every dept has its quirks; it doesn’t fix everything but it certainly helps. Maps also exist for that reason

Open Bills

Bill2021-03-22-03 Revised CLOA Data Form –

Brenda Ortega referred to Bill/CLOA form that was emailed to them. It is a new form for instructors to fill out. There was confusion about anonymity Francisco explained it simplifies the date instead of having one instructor it could have multiple suggest that we return to the 4th line – section A and eliminate that section and be clear that it is the same course that is taught in multiple sections. Lita Bernal said anonymity is meant for student information; feels it is a good form and agrees with Francisco Apodaca’s recommendation.

Action

Bill2021-03-22-03 Revised CLOA Data Form

Brenda entertained a motion to approve with suggested change. Francisco Apodaca moved to approve the form with the suggested change; the motion was seconded by Breanna Gould. All in favor – motion carried.

New or Follow-up Items for Next Meeting's Agenda. Please email Brenda Ortega and Mary Duran for next meeting agenda June 4, 2021

Adjourn. Dr. John Thompson moved to adjourn; the motion was seconded by Breanna Gould. All were in favor – motion carried; meeting adjourned at 2:08pm