

**LUNA COMMUNITY COLLEGE
BOARD OF TRUSTEES
REGULAR MEETING**

Tuesday, April 9, 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 and Trustee Eugenio Perez IV.

Also present: Rolando M. Rael, President, SherylAnn Yara, Executive Office Manager, Ray Baca, Information Representative, Maxine Salas, Institutional Research, Breanna Gould, Allied Health/Faculty Senate, Francisco Apodaca, STEM Director, Jesse Gallegos, Public Relations Officer, Lita Bernal, School of Business Director, Kimberly Sena, Nursing, Laura Salazar, Admissions, Geno Castillo, STEM, Sara Vigil, Humanities, Nathan Baker, Humanities, Carolyn Chavez, Human Resources Director, Henrietta Maestas, Registrar, Evelyn Montoya, Finance and Administration, Donna Flores-Medina, Vice President of Finance and Jason Brooks, Las Vegas Optic.

Pledge of Allegiance

Trustee Eugenio Perez IV led the Pledge of Allegiance

Approval of the Agenda

Vice Chairman Kenneth Medina moved for approval of the Agenda. Secretary Ernie Chavez 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 Eugenio Perez IV	Yes		

The vote for approval of the Agenda was unanimous.

Approval of the Minutes (January 14, 2019, January 23, 2019, March 8, 2019, March 12, 2019, March 18, 2019, March 22, 2019 and March 5, 2019)

Trustee Eugenio Perez IV moved for approval of the January 14, 2019, January 23, 2019, March 8, 2019, March 12, 2019, March 18, 2019, March 22, 2019 and March 25, 2019 minutes. 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 Eugenio Perez IV	Yes		

The vote for approval of the January 14, 2019, January 23, 2019, March 8, 2019, March 12, 2019, March 18, 2019, March 22, 2019 and March 25, 2019 minutes was unanimous.

Public Comment

No public comment.

Faculty Senate Report

Brianna Gould, Faculty Senate Vice Chair, addressed the Board and provided a handout as to what Faculty Senate is currently working on:

1. Faculty Senate would like to acknowledge the faculty that participated in the HLC Visit;
2. We held a special meeting prior to HLC visit to discuss Master Syllabi Template for faculty. Recommendations will be forwarded to curriculum committee before returning to the Senate;
3. Dr. Susan Wood met with faculty and the assessment team on March 28th and 29th. Dr. Wood offered quality recommendations and ways to simplify assessment for LCC;
4. Faculty Senate is accepting nominations for next year's Senate membership;
5. Faculty Senate submitted two recommendations to the Commencement Committee for 2019 Commencement Speaker;
6. The next Faculty Senate meeting will take place this Friday, April 12, 2019;
Agenda Include
 - a. President Rael addresses the Faculty Senate
 - b. Assessment mee4ting follow—up
 - c. Faculty Senate Elections update
 - d. Post HLC-Conference take away from Chairman Kenneth Bachicha
 - e. Face to Face Online course discussion
 - f. Other items will likely be attended by Thursday

Staff Senate Report

Evelyn Montoya, Staff Senate Vice Chair addressed the Board and provided a handout as to what Staff Senate is working on:

1. Appointment of SAS member vacancy;
2. Policy Review – Shared Governance Policy 1520 & Donated Leave Policy;

3. Revisit initiatives from Growth & Morale Survey; (Annual BBQ/picnic, Flex time, Team building and Cross training);
4. SAS Elections – June 21, 2019 (4 vacancies);
5. Next meeting – April 25, 2019 @ 10:00 am to discuss BBQ/Picnic.

Student Senate Report

No Student Senate representative in attendance to give report.

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

President Rolando M. Rael addressed the Board and advised that we will hopefully, receive a report from the HLC (Higher Learning Commission) by the end of the month, (April). President Rael also advised that Board that he has met with and is working with Workforce Solutions on applying for a grant which is being offered through NMHED (New Mexico Higher Education Department). President Rael went on to further state that the grant is for funding activities to support workforce development programs at community colleges that primarily educate and retrain recently displaced workers. President Rael advised that the maximum award for this funding cycle is \$46,000.00.

Chairman Daniel J. Romero advised that the Facilities Committee will be meeting sometime next week.

Carolyn Chavez, Human Resources Director addressed the Board with the College's current hire, resignation, termination stats.

Hires: Matthew Barboa, Maintenance Worker and Estevan Salazar, Maintenance Worker.

Informational Items

1. LCC Fact Book

Ms. Maxine Salas, Institutional Research Director, addressed the Board and presented each with the FACT Book which she prepared. The FACT Book contains a snapshot of the institution's performance and demographics and marks the rebirth of the College's commitment to assessment and data driven decision making. Ms. Salas advised the Board that the ongoing release of the institution fact books also underscores the institution's commitment to transparency. *****For full information, please refer to LCC's Fact Book.**

2. Youth Science Reading Program

Francisco Apodaca, STEM Director along with Nathan Baker, School of Business Faculty addressed the Board and proposed a Summer Field Camp for students entering the 6th through 9th grades. Mr. Apodaca advised the Board that the City of Las Vegas has a

Summer Youth Program for children K-6th grade, leaving not much for the 6th through 9th grade individuals to do over the summer months, and this is the age where we start losing student's interest. Mr. Apodaca further advised that Board that children usually have problems in reading, science and math, therefore, the six (6) week program would make the study of science and reading entertaining for the fifty (50) students. Mr. Apodaca then advised the Board that the college would be looking at an expense of \$5,000.00 for the Summer Youth Program and he will be bringing it before the Board for approval at their May 14, 2019 Regular Board Meeting.

Action Items

1. Approval of changes to the Academic Calendar

Henrietta Maestas, LCC Registrar addressed the Board and provided them with a handout which contained the changes to the Academic Calendar.

Vice Chairman Kenneth Medina moved for approval of the changes to the Academic Calendar, Secretary Ernie Chavez seconded the motion.

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

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

The vote for approval of the changes to the Academic Calendar was unanimous.

2. Approval of the Sublease Agreement – Mobile Home on LCC Property.

President Rolando M. Rael advised the Board that currently, there is a State Police Officer who has a mobile home on LCC property. President Rolando M. Rael further advised the Board that Officer Abe Chavez has recently been deployed and is asking for permission to have a relative of him remain in the mobile home during his absence, (relative is also a member of law enforcement).

After review of the draft Sublease Agreement submitted by President Rolando Rael, Vice Chairman Kenneth Medina moved for approval of the Sublease Agreement, 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 J. Romero	Yes	Vice Chairman Kenneth Medina	Yes
Secretary Ernie Chavez	Yes	Trustee Mark Dominguez	Yes
Trustee Eugenio Perez IV	Yes		

The vote for approval of the Sublease Agreement was unanimous.

3. Approval of BAR's (Budget Adjustment Requests

a. Pre-School

Trustee Mark Dominguez moved for approval of the Pre-School BAR (Budget Adjustment Request). 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 Eugenio Perez IV	Yes		

The vote for approval of the Pre-School BAR (Budget Adjustment Request) was unanimous.

b. Executive

Trustee Mark Dominguez moved for approval of the Executive BAR (Budget Adjustment Request). Secretary Ernie Chavez 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 Eugenio Perez IV	Yes		

The vote for approval of the Executive BAR (Budget Adjustment Request) was unanimous.

Executive Session (Roll call is required)

Chairman Daniel J. Romero moved that the Board convene into Executive Session. 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 J. Romero	Yes	Vice Chairman Kenneth Medina	Yes
Secretary Ernie Chavez	Yes	Trustee Mark Dominguez	Yes
Trustee Eugenio Perez IV	Yes		

The vote for the Board to convene into Executive Session was unanimous.

Return to Regular Session (Roll call is required)

Vice Chairman Kenneth Medina moved that the Board return to Regular Session. Trustee Mark Dominguez seconded the motion.

Chairman Daniel J. Romero advised for the record that no action was taken during the Executive Session portion of this meeting, and with that, 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 Eugenio Perez IV	Yes		

The vote that the Board return to Regular Session was unanimous.

Announcement on date, time and location of next BOT meeting(s)

- Regular Board Meeting – Tuesday, May 14, 2019 – 5:30 pm – LCC Student Success Center Board Room.

Adjourn (Roll call is required)

Vice Chairman Kenneth Medina moved for adjournment. 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 J. Romero	Yes	Vice Chairman Kenneth Medina	Yes
Secretary Ernie Chavez	Yes	Trustee Mark Dominguez	Yes
Trustee Eugenio Perez IV	Yes		

The vote for adjournment was unanimous.

Daniel J. Romero, Board Chairman

Ernie Chavez, Board Secretary

SherylAnn Yara, Recorder