

**LUNA COMMUNITY COLLEGE
BOARD OF TRUSTEES
WORK SESSION**

Tuesday, November 4, 2017 – 5:30 p.m.
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 Michael Adams, Trustee David Gutierrez, Trustee Abelino Montoya, Jr.

Also present: Interim President Ricky Serna, SherylAnn Yara Executive Office Manager, Orlando LeFebre Information Specialist, Carolyn Chavez, Human Resources Director, Evelyn Montoya, Executive Office Manager (Finance), Susan Grohman, Nursing/Faculty Senate, Kenneth Bachicha, Humanities/MA & FT, Francina Martinez, Fiscal, Eugene Sandoval, Trades/Auto, Carole Rutten, LANL and Georgia Baca, Fiscal.

Absent: Trustee Severiano “Sev” Sisneros

Pledge of Allegiance

Proposed Changes to the Agenda

Trustee David Gutierrez moved for no proposed changes to the Agenda. Secretary Ernie Chavez seconded the motion, with all in favor, the motion did carry.

Approval of the Agenda

Trustee Abelino Montoya, Jr., moved for approval of the Agenda. Vice Chairman Kenneth Medina seconded the motion, with all in favor, the motion did carry.

Informational Item

1. Board discussion regarding 2017-2018 Fiscal Year Financial Priorities.

Interim President Ricky Serna addressed the Board and submitted a handout (Financial): (Refer to handout) and explained the listed issues.

*FY18 Budget and quarter 1 expenditures

<u>Expenditure Line</u>	<u>FY18 Budget</u>	<u>Q1 Expenditures</u>	<u>%</u>
Instruction	\$4,456,570	\$657,936	15%
Academic Support	\$551,183	\$126,355	25%

Student Services	\$2,032,154	\$359,929	23%
Institutional Support	\$2,403,303	\$530,314	33%
Plant Ops/Maintenance	\$1,972,038	\$455,018	61%
Total Expenditures	\$11,576,287	\$2,129,552	29%

*Q1 Expenditures and Cost Savngs

<u>Expenditure Line</u>	<u>25% of Budget</u>	<u>Q1 Expenditures</u>	<u>Under Budget</u>
Instruction	\$114,143	\$657,936	\$456,207
Academic Support	\$137,796	\$126,355	\$11,441
Student Services	\$508,039	\$359,929	\$148,110
Institutional Support	\$600,826	\$530,314	\$70,512
Plant Ops/Maintenance	\$493,010	\$455,018	\$37,992
Transfers	\$119,932	\$67,471	\$52,461
Total Expenditures	\$11,576,287	\$2,129,552	\$776,721

*Historical Expenditures: Budgeted vs. Acutal

<u>Fiscal Year</u>	<u>Budgeted Expenditures</u>	<u>Actual Expenditures</u>	<u>Difference</u>
FY15	\$11,898,398.00	\$10,711,410.00	-\$1,186,988.00
FY16	\$11,961,745.00	\$10,541,651.00	-\$1,420,094.00
FY17	\$12,159,719.00	\$10,326,149.00	-\$1,833,570.00

*Unrestricted I&G Revenues: 4 Yr. Actuals

<u>Fiscal Year</u>	<u>Appropriation</u>	<u>% Change</u>	<u>Dollar Change</u>
FY15	\$8,315,111.00		
FY16	\$8,311,504.00	0%	-\$3,607.00
FY17	\$7,679,392.00	-8%	-\$632,112.00
FY18	\$7,910,900.00	-3%	\$231,508.00
FY19 Proj.	\$7,649,000.00	-3%	-\$261,900.00

*Unrestricted I&G Revenues: Visual Display (Please refer to handout)

*Student Fees Revenue

<u>Fee Type</u>	<u>Fee Cost</u>	<u>FY15</u>	<u>FY16</u>	<u>FY17</u>
Registration				
Fee	\$7.00	\$24,973.00	\$25,359.00	\$26,621.00
Lab Fee	\$10.00	\$69,295.00	\$68,630.00	\$67,153.00
DL Fee				
w/Lab Fee	\$25.00			

Activity Fee	\$8.00		\$2,671.00		\$4,343.00		\$9,840.00
Totals	\$50.00		\$96,939.00		\$98,332.00		\$103,614.00

*Student Credit Hour Estimates by Type

Sch. Type	Fall 15	Fall 16	Sch. Change	% Decrease	Fall 17	Sch. Change	% Decrease	FY 18 Est.
In Dist.	7464	7280	-184	-2%	7059	-221	-3.0%	6865
Out Dist.	1692	1512	-180	-11%	1586	74	4.9%	1540
Out State	754	571	-183	-24%	504	-67	11.7%	413
Totals	9910	9363	-547	-6%	9149	-214	2.3%	8819

*Fall 2018 estimates are based on average increase/decrease for past three years.
Average for total enrollment = -3.9%.

*School by Type and Semester – School by Type: Fall and Spring;

*Student Credit Hour Revenue: 4 Yrs. Actual;

*SCH by Semester for In-District Students;

*SCH by Semester for Out-of-District Students;

*SCH by Semester for Out-of-State Students;

(Please refer to handout)

*Student Credit Hour Date by Semester

Semester	Total SCH	In-District	Out-of-District	Out-of-State
Fall 15	9910	7464	1692	754
Spring 16	9051	7046	1337	668
Fall 16	9363	7280	1512	571
Spring 17	9224	6954	1492	778
Fall 17	9149	7059	1586	504
Spring 18 (Est.)	9434	6863	1665	906
Fall 18 (Est.)	8819	6865	1540	413

*Current BR&R and ER&R Budget

ER&R	Carry Over	Revenue	Expenditures
FY15	0	\$107,540	\$93,187
FY16	\$14,353	\$107,540	\$115,348
FY17	\$6,545	\$107,540	\$18,895
FY18	\$95,190	\$107,540	\$2,057

B&R	Carry Over	Revenue	Expenditures
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FY15	\$56,387	\$162,344	\$34,301
FY16	\$184,430	\$162,344	\$181,051
FY17	\$165,723	\$162,344	\$200,453
FY18	\$127,614	\$164,344	\$23,083

*Recommended Funding Priorities

- Salary Parity: \$400,000
- Santa Rosa Building Completion: \$310,000
- Allied Health Roof: \$100,000
- Admin. Building Skylights: \$105,000
- Drop Ceiling in Springer: {\$32,000

Following Interim President Serna's presentation, comments followed.

Trustee Montoya – Would like to see separation in students who do not receive Financial Aid – CDL Program.

Trustee Montoya advised that the Hobby classes need to be looked into as well as we need a target plan, we need to go out to the population and ask what they want.

Trustee Montoya – Advised that we need to have a career plan for these students with a Counselor, followed up by the Instructor.

Interim President Serna – Advised that he has pulled in the Advisory Committees in order to get these issues off the ground.

Interim President Serna – Spoke on the Santa Fe Community College two (2) year Hazmat classes which have been broken down to a six (6) month course.

Trustee David Gutierrez – Advised that he would like students to come to the Springer Satellite for one (1) day to see what can be done with the simulators. He further advised that we need to work together.

Ms. Carole Rutten, (guest in audience) of Los Alamos National Labs was addressed the Board and advised that LANL pledges to continue working with LCC. Ms. Rutten also advised that currently LANL is looking for plumbers, pipe fitters, general laborers and electricians.

Requests:

Board requests to view bids for Presidential Search prior to any decision, (Presidential Search RFP submitted approximately two (2) weeks ago).

Board requests to view plan of tuition increase plans.

Trustee Montoya requesting default rate information.

Secretary Ernie Chavez requested copy of tonight's power point.

Chairman Daniel J. Romero requested a check into LCC building leases, (who and where at all sites).

Date, time and location of next LCC BOT Meeting(s) and Work Session(s).

- Tuesday, November 14, 2017 – 5:30 p.m. – LCC Student Success Center Board Room.

Adjourn

Vice Chairman Medina moved for adjournment. Trustee Montoya seconded the motion.

Chairman 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 Michael Adams	Yes
Trustee David Gutierrez	Yes	Trustee Abelino Montoya, Jr.	Yes
Trustee Severiano "Sev" Sisneros	Absent		

The motion did carry.

Daniel J. Romero, Board Chairman

Ernie Chavez, Board Secretary

SherylAnn Yara, Recorder