

**LUNA COMMUNITY COLLEGE
BOARD OF TRUSTEES
REGULAR MEETING MINUTES**
Tuesday, February 13, 2018 @ 5:00 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. and Trustee Severiano “Sev” Sisneros.

Also Present: Interim President Ricky Serna, SherylAnn Yara, Executive Office Manager, Orlando LeFebre, Information Specialist, Francina A. Martinez, Fiscal, Jessica McGee, Faculty Senate Chair/Culinary Arts Director, Amanda Ortiz, Financial Aid/Staff Senate, Robert Sanchez, R&M Construction, Matthew Cordova, Physical Plant Manager, Brenda Ortega, Education Director, Dr. Sharon Lalla, Vice President of Instruction, Carolyn Chavez, Human Resources Director and Belanna Apodaca, Education Dept.

Pledge of Allegiance

Pledge of Allegiance was led by Secretary Ernie Chavez

Approval of the Agenda

Vice Chairman Kenneth Medina moved for approval of the Agenda with no changes. Trustee Severiano “Sev” Sisneros seconded the motion, with all in favor, the motion did carry.

Approval of the Minutes – January 9, 2018 Regular Meeting and January 25, 2018 Special Meeting/Workshop Minutes – SherylAnn Yara, Executive Office Manager.

Trustee Michael Adams moved for approval of the January 9, 2018 and January 25, 2018 Meeting minutes. Trustee David Gutierrez seconded the motion, with all in favor, the motion did carry.

Public Comment

No public comment at this time

Faculty Senate Report

Staff Senate Report

Staff Senate Chair, Amanda Ortiz addressed the Board and advised that Staff Senate is up and running and gave a re-cap as to what has happened with Staff senate up to this point; nominations took place quickly as we wanted to be up and running by February 1, 2018; held election and first meeting with elected officers on February 25, 2018; the Human Resources Department collected all ballots; Maxine Salas & Academic Directors tallied up the ballots.

Staff Senate Members: Amanda Ortiz, Cynthia Branch, Evelyn Montoya, Francina Martinez, Manuel Valdez, Karen Wezwick, Gabrielle Griego and Orlando LeFebre.

Interim President Serna then advised that they are still discussing the possibility of incorporating Faculty Staff and Staff Senate to engage with Board discussion.

Student Senate Report

Interim President Ricky Serna advised that Student Senate will be having a meeting at 7:00 a.m. tomorrow morning in order that they complete their elections in order that their President is present at the next Board meeting.

Trustee Abelino Montoya, Jr. asked for written information in order to discuss the staff senate budget as last year we had a problem with last year's Student Government President regarding compensation.

Presidential Update to the Board (Information only): Ricky Serna

HLC Show Cause Order Update

Interim President Serna updated the Board on the following:

- We are ramping up the Shared Governance structure at the college, getting ready for the HLC visit.
- A week ago we held an all campus meeting and we are moving forward with some forums.
- All we have received from HLC is a tentative schedule along with a request for hotel accommodations.
- June 28th or 29th is the date for HLC's June Board of Trustees meeting and those dates should allow us to structure our summer session which begins June 4, 2018. We are looking at best and worst case scenarios.

Media Arts Building Report

Interim President Serna advised that Senate bill 245 which is being sponsored by Senator Sisneros is the bill that includes the college's reauthorization request and is moving its way to the House Taxation & Revenue Committee and we anticipate that it will be approved by the end of the session. Interim President Serna advised that our

reauthorization of the \$800,000.00 is included in that which would allow for us to use severance tax dollars which was already appropriated for the Media Arts Building external construction to internal construction.

John Montoya of Wilson & Co. addressed the Board and advised that we are still under budget and moving along right on time.

Mr. Robert Sanchez of R&M Construction advised that they are working Monday through Saturday and sometimes on Sunday. Mr. Sanchez advised that the first inspections were successful and it is a really tight deadline but so far, so good.

Interim President Serna then spoke about a project which has been on-going since October of last year which is the roof at the Administrative building with the first hurdle being, getting NMPSIA to approve the claim, and during that time, our Maintenance people were doing patch work. Interim President Serna further stated that while on Christmas break that was done and the third hurdle is the wage rate.

Interim President Serna then advised that Las Vegas Night at the Legislature was a wonderful event and the support that we received was great. Thanks went out to Wilson & Company, Hays Plumbing, Gonzales Mechanical and Progressive Roofing.

Interim President Serna then advised that the budget development is in process, preparing for show cause visit and working on FY19 budget which started a couple of week ago with the CFO having trainings and we are starting everyone with what we started them off with last year and if they need to increase, they may do so later in the year. Budget is due to DFA on May 1st.

Interim President advised that a request was made by the Board, that a letter be drafted and sent to Senator John Arthur Smith regarding SB 252. Interim President Serna further advised that he has submitted a review of the letter and sent it off to Mr. Marc Grano, LCC Legal Counsel as he had a few revisions.

Two points were discussed, first point, there was an attempt to have the Board's voice heard and because there is no longer a process left with bill 252, Jr. Grano's recommendation is not to send the letter. The second point being, this is not the last time that this is going to come up again as it has in year's past.

Interim President Serna gave the floor to Trustee Severiano "Sev" Sisneros regarding the Santa Rosa Wood Shop Grand Opening. Trustee Sisneros advised that one of the Superintendents had mentioned that the project had been on-going for 10 to 20 years and when it came to this Board, this Board moved on it and got it done, gave the community something that they need. Trustee Sisneros further advised that all comments were very positive and very supportive of LCC.

Interim President Serna then briefed on the Committees, - Academic Affairs today recapped some of the subjects and goals such as; a better way to use academic monies;

increasing faculty recruitment, getting a lot of input from all of the directors there and it is in a positive way.

Reports – LCC Board – LCC Committees – LCC Departmental

1. Human Resources Update – Sandra Rivera, Human Resources Tech.

Human Resources Director, Carolyn Chavez addressed the Board and gave a list of new hires and resignations which included:

- Lucia Gomez-Vaughn – 80% Nursing Instructor - Hire
- Ryan Madrid – Maintenance – Hire
- Veronica Serna – Title V Program terminated
- Joyce Garcia – Title V Program terminated

2. Academic Update – Dr. Sharon Lalla, Vice President of Instruction

Dr. Sharon Lalla, Vice President of Instruction addressed the Board and began by thanking everyone who worked tirelessly to help put the HLC Show Cause Report together, (report was submitted January 31, 2018). Dr. Lalla then went on to share her news bites:

- Sara Vigil and Kenneth Bachicha Of Humanities travel to Albuquerque or NM Common Core meeting;
- AE Day at Legislative Session – January 26, 2018;
- Criminal Justice student, Jessey Martinez, Phi Theta Kappa, receives 2018 All-State Academic Team and s recognized January 31 at the Legislature;
- 3 Nursing students, Venetia Gonzales, Lori Clifton, Ashton Borunda, awarded the Alta Vista Scholarship;
- Chef Jessica McGee and Culinary students serve NM Legislators at Santa Fe, NM on February 8m 2018;
- Sherry Goodyear on 3-credit release time Spring 2018 to focus on long-term distance education needs;
- Jessica McGee on 3-credit release time to focus on adjunct and assessment needs;
- Eugene Sandoval on 1-credit release time to focus on NATEF accreditation;
- Nathan Baker, Humanities, Francisco Apodaca, STEM, Dr. Lalla to attend Co-Requisite Conference in Alamogordo, NM on February 16, 2018;
- Associate of General Studies degree submitted to curriculum committee to be discontinued and replaced with Liberal Arts Associate Arts degree;
- Academic Affairs meeting February 13, 2018;
- Dr. Rolando Rael and Joseph Salas join in Shared Governance Council representing Academic Leadership;
- Gen Castillo, Kenneth Bachicha join Shared Governance Council representing Faculty;
- Budget Training ongoing for Academic Directors
- Catalog work ongoing through March 23, 2018.

UPCOMING:

- Faculty Assessment Panel goes to NMHEAR Assessment Conference, February 22, 23, 2018;
- HLC Show Cause Visit scheduled March 19-21, 2018
- Jessica Weber, STEM student, earns internship at Los Alamos National Labs. Thank you to all of the STEM math Department for your mentorship.

6:30 p.m. – Trustee Michael Adams has left the meeting

Informational Items

1. Spring 2018 Enrollment Report

Interim President Serna addressed the Board with a report on enrollment, advising that we met with the students once we were advised that the College was placed on Show Cause Order and at that time were able to give them a little hope, although he was very concerned as to what this would do to our enrollment. Interim President Serna provided a power point presentation which showed current and past enrollment. **(Please refer to power point handout for enrollment numbers, current and past).**

6:40 p.m. – Secretary Ernie Chavez has left the meeting.

Action Items

1. FY 18 Q2 Quarterly Report

Trustee Abelino Montoya, Jr. moved for approval of the FY 18 Q2 Quarterly Report. Trustee Sisneros 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
Trustee David Gutierrez	Yes	Trustee Abelino Montoya, Jr.	Yes
Trustee Severiano “Sev” Sisneros	Yes		

The motion did carry.

2. Budget Adjustment Requests – *Donna Flores-Medina, CFO*

- Donations for Las Vegas Night at the Legislature
- Bus Repairs

Trustee Montoya moved for approval of the BAR’s (Budget Adjustment Requests). Vice Chairman Kenneth Medina 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
Trustee David Gutierrez	Yes	Trustee Abelino Montoya, Jr.	Yes
Trustee Severiano "Sev" Sisneros	Yes		

The motion did carry.

3. Fixed Assets Reconciliation

Trustee Montoya moved for approval of the Fixed Assets Reconciliation. Vice Chairman Medina 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
Trustee David Gutierrez	Yes	Trustee Abelino Montoya, Jr.	Yes
Trustee Severiano "Sev" Sisneros	Yes		

The motion did carry.

ANNOUNCEMENT:

Chairman Romero announced that next month, Board Policy calls for the Presidential self-evaluation and asked that it be available by March 15, 2018.

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

- Regular Meeting – Tuesday, March 13, 2018 @ 5:30 p.m. – LCC Student Success Center Board Room.

Adjourn

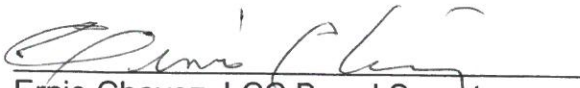
Vice Chairman Medina moved for adjournment. Trustee Montoya seconded the motion.

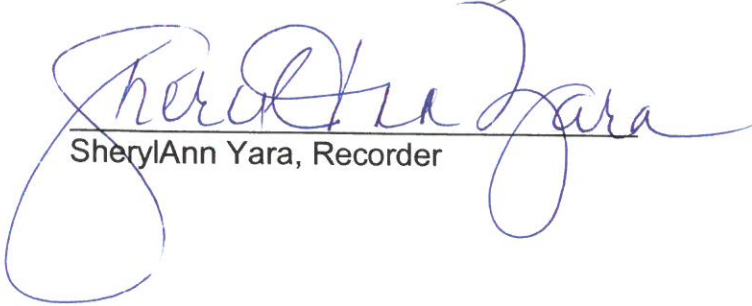
Chairman Romero called for a roll call vote. Roll call vote was taken and reflected the following:

Chairman Daniel J. Romero	Yes	Vice Chairman Kenneth Medina	Yes
Trustee David Gutierrez	Yes	Trustee Abelino Montoya, Jr.	Yes
Trustee Severiano "Sev" Sisneros	Yes		

The motion did carry.


Daniel J. Romero, LCC Board Chairman


Ernie Chavez, LCC Board Secretary


SherylAnn Yara, Recorder