

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

Tuesday, November 14, 2017 – 5:50 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, Executive Office Manager, SherylAnn Yara, Information Specialist, Orlando LeFebre, IT Director Matthew Bowie, Nursing Director Susan Olson-Smith, Susan Grohman, Nursing, Jaqueline Romero-Arguello, Nursing, Kendra Montoya, Nursing, Brenda Ortega, ECE & PS, Jessica McGee, Culinary Arts, Faculty Senate Chair, Maxine Hughes, Nursing, Kenneth Bachicha, Humanities/MA & FT, Sarah Cantu, Veteran’s Resource Center, Jose Estrada, Nursing, MandiAnn Casados, Nursing, Corey Muniz, Nursing, Trades Director, Rick Baca, Human Resources Director Carolyn Chavez, Sara Vigil, Humanities, Sandra Rivera, Human Resources, Felix Sanchez, community, Matthew Cordova, Physical Plant Manager, Vice President of Academics Sharon Lalla, Director of AHEC Elaine Luna, Controller, Francina Martinez, Georgia Baca, Fisca.

Pledge of Allegiance

The Pledge of Allegiance was led by Trustee David Gutierrez

Proposed Changes to the Agenda

Trustee Michael Adams moved for no proposed changes to the Agenda. Vice Chairman Kenneth Medina seconded the motion, with all in favor, the motion did carry.

Approval of the Agenda

Trustee Severiano “Sev” Sisneros moved for approval of the Agenda. Trustee Abelino Montoya, Jr. seconded the motion, with all in favor, the motion did carry.

Approval of the Minutes (*September 12, 2017 Regular Board Meeting, September 21, 2017 Special Board Meeting and October 10, 2017 Regular Board Meeting*).

Vice Chairman Medina moved for approval of the September 12, 2017, September 21, 2017 and October 10, 2017 Meeting Minutes. Trustee Gutierrez seconded the motion, with all in favor, the motion did carry.

Public Comment

No one signed to address the Board during this portion of the meeting.

Presidential Update to the Board (Information only)

Interim President Ricky Serna addressed the Board regarding a letter which was received from HED and presented the Board with a copy of the letter along with the order to show cause as well as the press release. President Serna advised the Board that the Institution must provide a reason as to why the College should not be closed down.

Interim President Serna advised two forums have been held for all LCC employees where the letter was read in its entirety. Saturday, a letter was issued to the students and a press release has also been released. Interim President Serna read the press release and advised that two forums will be held for students, one on Wednesday and one on Thursday.

Trustee Michael Adams asked for a copy of the response submitted to HLC which was done prior to their visit.

Trustee Montoya asked if there is map we need to follow through all of this and asked what step need to be taken after Interim President Serna's phone call with Dr. Sweeney tomorrow.

Interim President Serna advised that we are beginning our plan of action tomorrow morning.

Trustee Adams advised that Dr. Taylor and Keith Tucker are willing to assist us with moving forward. (NMHU)

Interim President Serna advised that we have started a campaign to get students to register early, December 1st. we are working on the holiday events and he shared a listing of events which will be taking place. Refer to list.

Interim President Serena then passed out a copy of last meeting's budget report which was requested by the Board Members.

Trustee Gutierrez advised that an Academic Affairs Committee meeting took place and discussed was the budget and aligning a strategic plan to see how we (the Board) can collaborate goals and objectives with their (Faculty and Directors) goals and objectives.

Reports – LCC Board – LCC Committees – LCC Departmental

Human Resource Director Carolyn Chavez introduced LCC new hires, 0Sarah Cantu, Veteran Resource Center Coordinator, Jesse Gallegos, Public Relations and Sarah Vigil, Faculty, Richard Baca, Director of trades, Sierra Fernandez Student Success Coach who

will start her employment on January 3, 2018, and Retirees, Susan Olson Smith who retires on December 31st.

Vice President of Academics, Dr. Sharon Lalla addressed the Board, New full time hires, Sierra Fernandez, Student Success Coach – Nursing; Pending full time hires, Business Faculty/Advisor Martin Garcia who begins in January 2018, Business Director – TBD, Business FT Faculty – TBD and STEM Faculty Advisor – TBD. Dr. Lalla then gave some News Bites; Nursing ACEN visit and Nursing Board visits complete, Approximately 400 students attended Highlands/Luna Career Day, TEAS Nursing School Enhance Exams (Fall test dates: Nov. 1, 8, 15, 22 & 29); LANL/LANS gives a \$10,000.00 grant to fund a two semester Math Bridge program starting summer 2018; Northern Arizona University visits campus in STEM dept. on October 31st; CODA survey completed regarding Luna dental program; Culinary Arts faculty, Jessica McGee and her students prepare and serve at “Leadership New Mexico” dinner on November 2nd, Applying the QM Rubric workshop begins Nov. 7 – 21; Directors and VP of Instruction attend NM Workforce Conference; workforce conference partners allude to Luna’s successful partnership with WIOA; PECOS students get Spring advisement on Luna Campus Nov. 14th; HLC Response received regarding show-cause order; staff, faculty and student forms are being conducted and A Feedback link is on the Luna website for students, faculty and the community. (Refer to her handout report)

Executive Session

Vice Chairman Medina moved to convene in to Executive Session. Trustee Montoya seconded the motion.

Chairman Daniel J. Romero called for a roll call vote. Roll call 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	Yes		

The motion did carry.

Return to Regular Session

Vice Chairman Medina moved to reconvene into Regular Session. Trustee Adams seconded the motion.

Chairman Romero advised for record and no action was taken during the Executive Session portion of this meeting and called for a roll call vote. Roll call was taken and reflected the following:

Chairman Daniel J. Romero	Yes	Vice Chairman Kenneth Medina	Yes
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Secretary Ernie Chavez	Absent	Trustee Michael Adams	Yes
Trustee David Gutierrez	Yes	Trustee Abelino Montoya, Jr.	Yes
Trustee Severiano "Sev" Sisneros	Yes		

The motion did carry.

Information Items

1. Review and Discussion: Bids/Proposals – Consultant – Presidential Search.

Interim President Serna advised that the Human Resources Department is in receipt of two (2) proposals which are very lengthy, He has asked that the Board review and give clarification or ask any questions which they feel need answering.

Trustee Montoya advised that we must make sure we are doing background checks on these proposals.

2. Policy Revisions Review – Employee Appraisal, Corrective Action, Development Forms and Evaluations Timelines.

Interim President Serna advised that the above revisions are still being worked on and should make their way to the Board soon.

Action Items

1. Approval of HED Quarterly (1) Report.

Trustee Montoya moved for approval of the HED Quarterly (1) Report. Trustee Adams seconded the motion, with all in favor, the motion did carry.

2. Approval of BAR's (Budget Adjustment Requests).

Trustee Montoya moved for approval of the BAR's. Trustee Gutierrez seconded the motion, with all in favor, the motion did carry.

3. Approval of contract extension for Interim President Ricky Serna.

Trustee Sisneros moved for approval of the contract extension for Interim President Ricky Serna. Trustee Gutierrez 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	Absent	Trustee Michael Adams	Yes
Trustee David Gutierrez	Yes	Trustee Abelino Montoya, Jr.	Yes

Trustee Severiano "Sev" Sisneros Yes

The motion did carry with a unanimous vote.

Announcement on date, time and place of next LCC BOT Meeting(s).

- Tuesday, December 12, 2017 – 5:30 p.m. – LCC Student Success Center Board Room.

Adjourn

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

The motion did carry.

Daniel J. Romero, Board Chairman

Ernie Chavez, Board Secretary

SherylAnn Yara, Recorder