



Faculty Senate  
Regular Meeting Minutes  
Wednesday, January 23, 2013  
SMET Room 126B, 4:00 PM

Present were: Charles Peterson, Joseph Montoya, Sherry Goodyear ( via ITV), Laura Gonzales, Lawrence Martinez, and Cindy Armijo. Absent were: Harry Anderson, Ardys Otterbacher, Adrienne O'Brien and Maxine Hughes (due to class scheduling conflicts).

- I. Chuck Peterson (Chair) called the meeting to order. A quorum was established.
- II. Minutes from the previous meeting had not been distributed and were not read.
- III. The Meeting Agenda was reviewed and approved.
- IV. Chairman's Report.
  - A. Chuck offered comments regarding the success of the first Senate Meeting on January 9<sup>th</sup> and the first Senate-sponsored Faculty Orientation on the same day.
  - B. Chuck presented at the Board of Trustee's Work Session on Wednesday, January 16<sup>th</sup> and reviewed some of the issues raised at the two meetings on January 9<sup>th</sup>. The Board was very receptive to the information provided to them and had numerous suggestions and recommendations in response to the Chair's report.
    1. The Board asked if the Directors and Staff were invited to Faculty Senate meetings. Chuck acknowledged that they were welcome and that better efforts will be made to extend invitations to these parties.
    2. Several members spoke in support of the concerns that were expressed in the Faculty Senate meeting on 1/9/13, including class size cut-offs and advisement training.
      - a. Class size cut-offs.
        - i. Several members of the Board expressed concern about cut-offs of cohort-building classes, i.e., electrical, welding and construction courses taught in the Trades department. Similarly, they were concerned about any "capstone" classes that might be eliminated because of low enrollment; these decisions might adversely affect program completion for certain students.
        - ii. They also expressed concern about discontinued courses of study that appeared in previous catalogs. What is Luna's responsibility to see current students who have begun these studies through to completion of a certificate or degree?
        - iii. They echoed many faculty concerns about recruiting and "marketing" efforts to increase our enrollment numbers. The belief is that such efforts are foundational to our future success.
      - b. Advisement Training. The Board wanted to support efforts to train all faculty on matters concerning student advisement. They expressed a belief that such

training was part of the recruitment and retention strategies to be emphasized by the College.

#### V. Other Business.

- A. The senators and members expressed their support for the advisement and orientation training and its contribution to tracking student progress toward graduation.
- B. Adjunct Orientation and Training was enthusiastically endorsed by Laura Gonzales and her colleague in Humanities, Cindy Armijo. They indicated that some plans within the Humanities Department were afoot with regard to training new faculty in technology matters.
- C. All the participants at the meeting also echoed concerns of their own and of their peers relative to safety issues for staff, faculty and students. The need for training to deal with a hostile learning environment, such as student outbursts during class, was expressed by Sherry, Laura, Cindy and Chuck, specifically. There was recognition of departmental and facility differences which would affect “Code Blue” practices across campus.
- D. Cindy and Laura expressed concerns about the need for departmental meetings to provide “ventilation time” and to address departmental changes and concerns.
- E. There was additional concern about the Registrar Office’s deadlines for midterm grades. Chuck, having taught in both SMET and Humanities Departments, acknowledged that some kind of extension of deadlines for essay-intensive classes in Humanities is needed. That department experiences a different kind of pressure and a much broader problem than was being acknowledged by the current policy.

#### VI. The meeting adjourned at 5:15 p.m.

#### VII. Scheduled Meetings.

- A. The next meeting was announced to take place on Wednesday, February 6 at 4 pm, but has been since changed to Tuesday, February 5 at 4:30 pm at the request of various faculty members and officers to ensure the broadest participation by Senators and interested participants.
- B. A tentative schedule for regular Faculty Senate Meetings for the remainder of the semester is as follows (first Tuesday of the month at 4 pm and third Wednesday of the month at 4:30 pm):

February	2/5/13 4 pm
	2/20/13 4:30 pm
March	3/5/13 4 pm
	3/20/13 4:30 pm
April	4/2/13 4 pm
	4/17/13 4:30 pm
	4/30/13 4:00 pm (Tuesday)
May	5/15/13 10:00 am (This is in-service week for full time faculty.)