



# Meeting Minutes

Faculty Senate  
Regular Meeting

Tuesday, January 7, 2014  
IPC Dining (Cafeteria), 1:00-2:30 PM

## Meeting called to order at 1:06 PM

### Call to Order and Establishment of Quorum

Members present were Adrienne O'Brien, Cindy Armijo, Leslie Dennis, Sherry Goodyear, Harry Anderson, Maxine Hughes, Joseph Montoya, Twila Quintana, Elaine Ortega, Gilbert Martinez, Anthony Baca, Betsy Sanchez, Nicole Collins, Gene Sandoval, Dennis Fresquez, Beth Juarros, Cory Moore and Jackie Romero-Arguello. Absent: Chuck Peterson, Lawrence Martinez (due to previous commitments).

### Approval of Agenda

- Agenda approved by unanimous vote.

### Approval of Minutes from 12/11/13

- Minutes approved by unanimous vote.

### Informational Items

- **BOT Update by Adrienne O'Brien**
  - Presentation by LCC's new lawyer, a former academic, was very informative and interesting. The BOT appeared to react positively.
- **Monthly Student Activity sponsored by Faculty Senate:**
  - Lawrence Martinez will create a presentation about special collections the library for January. Adrienne is in communication with Jeanette Hart-Mann to do a "Seed Stories" presentation in February. Maxine will do something in Allied Health for March. An April activity still needs a volunteer. FS members will think of ideas and a volunteer will be chosen at the February meeting of Faculty Senate.
- **NEA- Enrollment and Conference in Santa Fe**
  - NEA is the National Education Association. They are the largest professional employee organization in the U.S. At our last meeting the overall response to their presentation was very good, and several full-time faculty decided to become members. FS discussed that President Campos is a long-time supporter of NEA in several capacities. O'Brien noted that LCC is the only public educational institution in Las Vegas not to have representation through NEA.
  - It was announced that on January 22nd, 2014 NEA-New Mexico Legislative Conference & Reception will be held at NEA-NM Headquarters, 2007 Botolph Road, in Santa Fe. This is a chance to talk to NM Legislatures about issues in education and understand the NEA position on issues affecting higher ed (among other things). Adrienne's Culinary Arts students will be catering the event and she has invited anyone who wants to go to ride on the bus from LCC with her group.
  - NEA questions, contact and enrollment information is available from Adrienne (aobrien@luna.edu).

- **Faculty Handbook**

- The draft was submitted to Faculty Senate at the beginning of December. Since the issues with weather followed by the winter break, FS decided to allow until the February meeting for faculty to introduce any final changes.

### **Action Items**

- **Faculty Senate Meeting Time Updates**

- FS worked to set up the Spring 2014 meeting day and time. The meetings are tentatively set for the first Monday of the month at 3:30 PM. Any elected member unable to make this time after having the chance to check course schedules, should respond to Adrienne's upcoming email requesting confirmation of availability.

- **Proposal: Class Caps**

- FS was informed by the Chair that there is currently no policy on the maximum course loads for LCC classes that are not part of a program with specialized accreditation. With this in mind, meeting attendants were given a resolution drafted by Adrienne setting up a policy that goes beyond the fiscal perspective to include the necessity for faculty inclusion in identifying caps. Some changes were made to the draft after discussion and Beth Juarros moved to put the matter of accepting the resolution to a vote. Joseph Montoya seconded the motion. By a unanimous vote of 17, the resolution was passed. The next step is that Adrienne will begin the paperwork to send the resolution to Luna's administration for ultimate adoption by the BOT.

- **Access to Student Criminal History**

- Continuing this discussion from past meetings, the FS updated the information gathered. Since research shows this could be an infringement of FERPA, it was decided to cease further movements toward access to this information.

- **Disputed Minutes**

- FS discussed a disputed item from the published 11/4/13 FS Minutes. The item in dispute is from a report given at the FS November meeting regarding proceedings at an October LAT meeting. Johnathan Ortiz denied the accuracy of the report in the minutes shortly after they were published. Due to his concerns, the FS Chair removed the minutes from the LCC web site temporarily until the matter could be discussed at today's meeting. At the time of today's meeting, no statement had been received clarifying Mr. Ortiz' statement.\*
- Faculty and Senate members present at this meeting had several concerns about the dispute, the declaration of the disagreement, what to do about the minutes. Discussion carried to the need for a Faculty Senate policy that makes it easy for anyone to address the Senate in the case of a disagreement about items on the minutes, and to provide an official and professional path to resolution.
- In the matter of changing the minutes without anyone present to explain and answer questions from faculty, the attendees and Senate moved to keep the minutes the same. Since there was no protocol in place at the time of the dispute, and in the desire to further resolve the issue, faculty and Faculty Senate believed it fair to provide an opportunity for Mr. Ortiz to address the Senate and provide his reasoning and evidence according to a policy that will be just to both sides. This policy will be written and amended to the by-laws (see New Business in these minutes). The vote of 17 to follow this plan was unanimously approved.

### **New Business/Follow Up**

- **Catalog of Record**

- The Senate decided last meeting to write a memo to Dr. Martinez asking for clarification about Luna's policy regarding student catalog of record and will ask that the current 4-year stipulation in the paperwork be removed due to conflict between the paperwork and the form. Item tabled until February meeting so Adrienne has a chance to follow up.

- **Curriculum Electives**
  - In the December meeting, H. Anderson asked that the Senate advocate for a more flexible policy with regard to student electives in his curriculum, particularly as it relates to Business Studies students. Because the financial aid and Registrar's office would be affected, Harry offered to set up a meeting with those offices, himself and Dr. Martinez to address this issue. Item tabled until February meeting so Harry has a chance to follow up.
- **Senate Elections**
  - Discussion of process and recruitment of new faculty senators for March elections.
- **Policy for Disputing Faculty Senate Minutes**

"Any LCC stakeholder who disputes reporting in the Faculty Senate Meeting minutes is required to give written notice of such dispute to the Chair at least 72 hours before the next Faculty Senate meeting. This ensures that the matter will be included on the Senate Meeting Agenda. The person disputing the Minutes may then present his perspective and evidence of incorrect minutes at the meeting. If the complainant is unwilling to present his case to the Senate, the matter will be considered closed." The final wording of this policy will be revised and posted on the LCC web site next to the publication of the minutes. Twila moved to put the policy to a vote and Elaine seconded the measure. The vote of 17 was unanimously approved.
- **Next Meeting scheduled for Feb 3, 2014 at 3:30 PM**

Meeting adjourned at 2:27 PM

Respectfully submitted, Leslie Jae Dennis, LCC Faculty Senate Secretary

\*Subsequent to this FS meeting, the following statement was received by the FS Chair from Johnathan Ortiz to clarify his comments at the LAT Meeting in question:

At that LAT meeting I did mention class caps and the institution needing to be more fiscally prudent in the number of sections offered for certain courses given the finances of the college and basic economics. I also gave an example of departments offering 4-5 sections of a specific course with 8 or 9 students in each section and the dollars associated with hiring adjunct faculty members. I indicated that it may be an idea for departments to look into offering fewer sections of certain courses which would result in lower expenditures to the college for adjunct faculty. However, by reducing the number of sections of some courses, it could impact the student load of faculty. I closed by stating that meeting between Administration, Academic Directors and faculty should take place to discuss the issue.

Again, I never said..... **faculty are not in a position to have a say in deciding on class caps.**