



Meeting Minutes

Faculty Senate
Regular Meeting
Wednesday, March 20, 2013
SMET Room 126B, 4:30 PM

I. Call Meeting To Order & Establishment of Quorum

Meeting was called to order at 4:35 pm. A quorum was established with the following attendees: Chuck Peterson, Harry Anderson, Joseph Montoya, Laura Gonzales, Sherry Goodyear (via ITV), Adrienne O'Brien, Beth Juarros and Cindy Armijo. Maxine Hughes, Lawrence Martinez and Ardys Otterbacher notified the Vice Chair that this regular meeting time conflicts with their class schedule.

II. Approval of Agenda. Harry Anderson made a motion to approve the agenda that was seconded by Adrienne O'Brien and passed unanimously.

III. Fiscal – Status of Remuneration for Senate Representatives. Chuck Peterson reported that he had e-mailed Donna Flores regarding this matter. She is on sick leave, but said that she last heard that the Memorandum of Approval had been sent to Dr. Campos' office.

IV. Committee Reports

A. Handbook Committee. This committee had not met since before Spring Break. It was noted that Dr. Martinez had distributed via e-mail on March 20th a document much like the one the Committee is working on to all Luna employees as "Academic Guidelines for 2013." O'Brien requested clarification from Dr. Martinez as to whether this document would now be the official handbook. Dr. Martinez stated that the Committee should not stop work on the handbook. Further, Erin Gilland has replaced Cory Moore on the Committee.

B. Student Activities Committee. Laura Gonzales noted that the members of the Committee all work in Humanities and have had *ad hoc* meetings. She was asked to contact Melissa Lopez for inclusion in these meetings. Thus far, the Committee reported the following activities:

1. An award ceremony has been scheduled for Humanities students, honoring excellence in the department. Like ceremonies are being also held before graduation in the SMET and Business Departments at the Springer Satellite. Beth Juarros noted that departmental budgets cannot be used for these events. Harry noted that the Business department does not honor graduates and he would suggest to his director that his department follow the lead of other departments in this regard.
2. Student readings or original and other written works were successfully performed at the Phi Theta Kappa regional meeting. The members of the committee are trying to create more activities to celebrate and perform student work, including on the Luna website, at the Las Vegas Fiestas, at the City of LV Museum and at Fort Union cultural events.
3. Cindy Armijo reported that the "One Professor" event through Phi Theta Kappa has taken place as part of the "Commit to Complete" program. These videos have been uploaded onto YouTube. Phi Theta Kappa wants to solicit more videos from other departments and intend to set up the video booth in the following areas: Allied Health, Instructional Program Center (IPC, Cafeteria/Culinary), Business, Trades building and SMET/Cosmetology. They

hope to show these videos to faculty and staff during our in service week and to link to the videos through the Faculty Senate page on the Luna Community College website. On that note, it was suggested that the representatives of the Faculty Senate post a picture of themselves on the website, so that they may be more easily identified by faculty members who may not know them.

4. The Committee wants to host an end of semester activity/Field day that would include educational as well as athletic components.

C. SLOA Committee. Adrienne O'Brien mentioned that she had encountered a notice in the March 11 *Luna Light* announcing the date, time and presenters for what looked to be SLOA presentations. This may mean that this committee is defunct. Harry Anderson and Chuck Peterson volunteered to meet with Dr. Martinez before the next meeting to find out about this development.

V. Other Business/Follow up

A. Adoption of Resolution to include Service as Evaluation Component. O'Brien suggested that this matter be discussed during the general discussion about elections, Items VI A and B.

B. LAT Meeting – 3/18/13. O'Brien reported that this meeting was very short and only had three agenda items. 1) Dr. Feldman suggested that the administration look into buying a new 12-passenger van, since the old one was retired and since then field trips with more than 5 student participants require that a bus driver be hired. This is inconvenient and expensive. 2) Dr. Martinez reported that departmental graduation activities had been scheduled (see item IV.B.1, above); and 3) O'Brien had asked at the meeting about the status of Luna's accreditation and self study for 2014. Dr. Martinez responded that the plans for the self study are on Dr. Campos' desk.

The members of the Faculty Senate asked O'Brien to request that Luna's accreditation be put on the agenda for the next Board of Trustees work session/meeting.

C. Stipends for Skills Advisors. O'Brien reported that she had contacted Student Government about this matter, but that no meeting had been arranged.

D. Lab Fee Charge-O'Brien reported that she had learned that the lab fees charged to students were put into the general budget. The members of the Faculty Senate want to formally advise Luna administration that this item should be segregated in the budget and used explicitly for this purpose. O'Brien said she will try to verify this fact and the reasons for it.

E. Board Work Session update – 3/13/13. O'Brien attended this meeting and reported that Board discussed enrollment challenges for College's discontinued programs and under-subscribed classes.

F. Strategic Plan. Sherry Goodyear said she would e-mail this to the representatives of the Senate.

G. Creating Orientation Presentation on Blackboard.

1. Chuck Peterson stated that he would look into the possibility creating this content with IT.

2. Sherry Goodyear suggested that something like this would be helpful to students at the Satellites who are enrolled in Blackboard classes to orient them to the software.

VI. New Business

- A. Academic Year 2013-14 Elections. O'Brien mentioned that, per the Bylaws, elections for the upcoming academic year would need to be held in April. Beth Juarros volunteered to run the Election Committee and find another volunteer to help her with this. It was suggested that the elections should be held, optimally, two weeks before final exams.

- B. Voting for Senate Resolutions. While faculty members are voting for representatives, O'Brien suggested that the Senate take advantage of the opportunity and include a general vote on Senate resolutions at the same time. This was agreed upon unanimously.

- C. Harry Anderson wanted to talk about asking administration to change some electives in certain programs to accommodate students who have a multiplicity of interests. This would serve to customize their programs of study and ensure that their occupational and academic goals are not hindered by official programs of study. It was decided that the department of Financial Assistance should be consulted to ensure that such a move wouldn't endanger student awards, particularly at a time where standards and policies for student aid are becoming stricter.

VII. Adjournment. O'Brien moved to adjourn. Harry Anderson seconded the motion. The meeting was ended at 5:44 pm.