



Faculty Senate Regular Meeting Minutes
Wednesday, August 17, 2016,
10:00 am, STEM Area (Tech 126)

I. Call of Meeting to Order and Establishment of Quorum

- A. Roll Call - In attendance were Erin Gilland (Chair), no Vice Chair (vacated position), no Immediate Past Chair (vacated position), Cindy Armijo (STEM Faculty), Susan Grohman (Nursing and Allied Health Senator, Secretary), Jackie Romero-Arguello (Nursing Faculty), Linda Salazar (LRC Manager), Gloria Pacheco (Dental administrator/Faculty), Kenneth Bachicha (Media Arts), Dawna Ortega-Gallegos (Dental Assisting Faculty), Lucia Gomez-Vaughan (Title V/Nursing Faculty), Carolyn Chavez (Business Faculty), Sequoia Romero (STEM Senator), Germaine Sandoval (Cosmetology/Barber Faculty), Angie Manary (STEM Faculty), Jessica McGee (Culinary Faculty), Joseph Montoya (Trades/CDL Senator), Joseph Montoya (Trades Senator), Betsy Sanchez (STEM Faculty), Sherry Goodyear (Springer Satellite via ITV), Patricia Kulhman (Springer- Satellites Senator), Vanessa Chung (Phi Theta Kappa Beta Mu Nu Chapter President), Marisol Rael (Phi Theta Kappa Beta Mu Nu Chapter Vice President).
- B. Quorum was established at 10:14 am
- C. Election of Secretary- Susan Grohman volunteered. Motion to approve- Kenneth Bachicha, second- Joseph Montoya. Motion carried.

II. Approval of Agenda

- A. Correction to agenda to say "Approval of March 2016 Minutes" under "Approval of Agenda"
- B. Motion to approve agenda as corrected- Dawna Ortega-Gallegos, second- Sequoia Romero. Motion carried.

III. Approval of Minutes from April 2015 Meeting

- A. Correction suggested by Cindy Armijo: change "Best Chapter" to "Most Distinguished Chapter" in the record of Phi Theta Kappa Beta Mu Nu Chapter's achievements.
- B. Motion to approve minutes as corrected- Dawna Ortega-Gallegos, second- Sequoia Romero. Motion carried.

IV. Informational/Discussion Items:

- A. Introduction of Officers and Senators
Rights and Responsibilities of Positions – Erin Gilland described verbally and indicated that Faculty Senate bylaws containing full descriptions have been emailed. Anything important in your department, request it to be added to agenda via email. 3 signatures are needed for item to be added to agenda if initial request is rejected by Officers.
- B. First Day of Class Recommendations-
 - i. Discussion produced following recommendations: Short, warm introductions, gather contact info, give out tutoring info and distribute tutoring availability

- forms, syllabus review and acknowledgement, course expectations, Q&A, and getting right to work. Summary to be emailed to all by Erin.
- ii. Related discussion: Unanimous agreement there was too little prep time the first week back due to increased number and length of meetings. Suggestion that perhaps meetings can be spread out throughout semester and that more advance notice would have helped.
 - iii. Sequoia has software for data collection he uses on first day of class. Student short term versus long term goals. Consensus: we need to use technology to collect data. Maybe we need a committee to determine type of data needed? Sequoia will email data collection software to anyone interested.
 - iv. Develop a checklist for new faculty – need to know information.
- C. Phi Theta Kappa – guest speakers were students Marisol Rael and Vanessa Chung. Cindy Armijo discussed 10 top reasons to complete community college. Faculty signed C4- completion banner. Need to get faculty on board to be completion champions to go above and beyond.
 - D. Benefits and Process of Joining NEA (National Educator Association) – Erin reviewed benefits. All faculty and staff – full and part time can join. Many benefits in addition to collective bargaining- insurance, discounts, leadership skills. 3 million members. Increased membership at LCC and vote of positivity = vote for collective bargaining.
 - E. Obtainment and Use of Contact Information for FS – Erin will send out reminders about meetings 1-2 times per month, and texts less often. Officers and Senators will receive communication more often. Erin’s contact info- email is egilland@luna.edu. Cell- call or text- 505-429-0897. Personal email is erin.a.gilland@gmail.com.
 - F. Discussion of Meeting Dates for Fall 2016 Semester – unanimous decision to have meetings 2nd Friday of every month- either 10am or 3:30pm, to be determined within the week based on teaching schedules. Bylaws posted on website. Our main goal is facilitate communication, investigate questions, and develop recommendations.
 - G. Vacant Senate Positions – 3 vacancies- Vice Chair and 2 senators
 - Process for Filling
 - Rights and Responsibilities
 - Positions:
 - Vice Chair - 3 year commitment – No nominations, though Cindy Armijo said she would run in the event no one else does, just to keep Faculty Senate going. Tabled for now.
 - Adjunct Senator – No nominations, tabled for now.
 - Humanities/Ed/ABE Senator - motion to nominate Kenneth Bachicha by Cindy Armijo, second by Joseph Montoya. Motion carried. Vote will take place as an Action Item this meeting.
 - H. Solicitation of Volunteers for Standing Committees – Chair of FS is on every committee as advisory member.
 - Elections Committee volunteers: None yet.
 - Professional Development Committee volunteers: Carolyn Chavez, Jessica McGee, Sherry Goodyear, Dawna Ortega, Gloria Pacheco, Cindy Armijo.
 - I. Goals for year – push NEA enrollment. Need 50%+1 in support to obtain collective bargaining. Adjunct and staff, Full and part time can join.

V. Action Items

- A. Approve special election for Vice Chair, Adjunct Senator, and Humanities/Ed/ABE Senator. Table Vice Chair and Adjunct Senator for Sept 9 – motion- Kenneth Bachicha, second Susan Grohman.
- B. Elect Vice Chair – table for Sept 9- motion- Cindy Armijo, second by Sequoia Romero.
- C. Elect Adjunct Senator – table for Sept 9- motion- Cindy Armijo, second by Sequoia Romero.
- D. Elect Humanities/Ed/ABE Senator Chair – Kenneth Bachicha unanimously elected by voice vote of members in attendance, no objections or abstentions.
- E. Confirm Meeting Dates - 3:30 pm 2nd Friday of every month

VI. New or Follow-up Items for Next Meeting's Agenda

- A. Establishment of Standing Committees

VII. Adjournment – 12:15 pm