

LCC FACULTY SENATE

Minutes of Meeting of 2/5/2013

Present: Chuck Peterson, Adrienne O'Brien, Laura Gonzales, Cory Moore, Maxine Hughes, Harry Anderson, Sherry Goodyear (via satellite), Ardys Otterbacher.

I. The meeting was called to order late, as there was a paper jam which delayed printing of the agenda. C. Peterson called the meeting to order at 4:10 p.m. and established a quorum.

II. The agenda for the meeting was approved.

III. Action Items

A. Strategic Plan for Luna: The three overarching goals for the institution are: recruitment (of students), retention (of students) and workforce communication. The question before the members is – What can or should the Senate's role be in the development of this plan?

This sparked a lively discussion. Chuck stated that the Board is aware that Luna needs to market itself, and doesn't believe the college is "doing what needs to be done" to make people aware of our existence and to bring in more students. This raised the question of "What is the Identity of Luna Community College?"

There could also be the facet of Recruitment and Retention of teachers and faculty, which doesn't seem to be addressed in the Strategic Plan.

Since there seems to be a need to organize all the ideas being tossed around, Sherry Goodyear volunteered to develop a strategic plan for the Faculty Senate, and to present her ideas in one month, during the meeting of 3/5/2013.

B. Adjunct Orientation/Training: Everyone agreed that this is a necessary undertaking. The questions then arose of when to start, and how to go about it? The general consensus was that we should begin as soon as possible. The first step should be for the Senator of each department to find the adjuncts in that department, and obtain their contact information, with the aim of distributing the faculty handbook.

The eventual goal will be departmental and general training of adjuncts, including, for example, instruction in how to write syllabi and sharing teaching techniques.

IV. Fiscal

C. Peterson reported that negotiations over remuneration for the Faculty Senate are not resolved. He hopes to have something to report at the next meeting.

V. Committees

A. Committee reports:

1. Handbook Committee: The plan is to divide the handbook according to administrative departments on campus. By the next meeting, the information (e.g. procedures, contacts, policies by department) will be divided.

2. Student Activities and 3. SLOA: No representatives were present, no reports made.

B. PDP Committee. Although it isn't clear whether there is money allocated specifically for the Professional Development of faculty in the college budget, currently there is not a member of faculty sitting on the Professional Development Committee. It was put forward that the Faculty Senate petition the Administration for the inclusion of faculty on the PDP Committee. The motion was passed unanimously. A. O'Brien will submit a request for a faculty member to be appointed to this Committee and report back to the Senate at the next meeting.

VI. Other Business/Follow up

A. Safety Issues: Faculty have not been trained in Luna's safety policies and procedures. We will work through the Leadership Advisory Team (LAT) for universal training across campus, as this issue has been a point of concern for all Luna employees and has already been addressed by LAT.

B. Midterm grade deadlines: The consensus is that there needs to be more time between the end of the midterm examination period, and the submission of grades. Shirley Marlow in the Humanities department will speak with the Registrar Jonathan Ortiz, and will report the conversation on March 5th.

C. End of Semester workshops: A. O'Brien would like to extend an invitation to José Garcia, the Cabinet Secretary of HED in New Mexico, to conduct a workshop during the next in-service week at the end of this semester. She made his acquaintance at a recent event in Santa Fe and he seemed very willing to come to Luna. The members agreed to extend an invitation to him. Adrienne will write to him and report.

VII. New Business

A. Faculty Self-evaluation: A. O'Brien noticed that "service" doesn't exist as a criterion for job performance in this form. Should it be included? She will draft a resolution to include service as a requirement for full time faculty and bring it to the next meeting, with a view to getting the entire Senate membership to vote on this issue.

B. Teaching Awards: There currently are none. It was suggested that there should be nominations in each department, and that we could interact with the Student Government in this

endeavor. Maxine Hughes will write to Denise Montoya, Advisor for Student Government about this idea and get back to the Senate at the next meeting.

VIII. The calendar for upcoming Faculty Senate meetings, for the remainder of the spring semester, was approved. The meetings will be held in SMET 126B.

Wednesday, 2/20/13 4:30 p.m.

Tuesday, 3/5/13 4:00 p.m.

Wednesday, 3/20/13 4:30 p.m.

Tuesday, 4/2/13 4.00 p.m.

Wednesday, 4/17/13 4.30 p.m.

Tuesday, 4/30/13 4.00 p.m.

Wednesday, 5/15/13 10.00 am (in-service week for full time faculty)

IX. The meeting was adjourned at 5.31 p.m.