



Minutes

Staff Advisory Senate

Work Session

March 14th, 2018

I. Call of meeting to order

A. Meeting was called to order at 10:51 a.m.

B. Roll call

1. In attendance: Manuel Valdez, Amanda Ortiz, Cynthia Branch, Evelyn Montoya, Gabriella Griego, Karen Wezwick and Francina Martinez.
Absent was Orlando LeFebre (excused)

II. Approval of the Agenda

1. Cynthia Branch made motion to approve Agenda as is and was seconded by Evelyn Montoya. Motion passed.

III. Email Policy Update

1. There was a discussion regarding the LCC Email Policy. President Ortiz requested the Registrar, Henrietta Maestas, be present to answer any questions. After further discussion, there was a motion from Manuel Valdez and seconded by Karen Wezwick to approve the policy after taking out the first line of the second paragraph and modifying the second sentence of the second paragraph. Motion passed.

IV. SAS Forum Recap

1. Discussion took place regarding the success of the SAS Forums. Suggestions were made to plan future gatherings and the possibility of an outdoor BBQ and employee recognition banquet.

V. Other

1. Secretary Treasurer Valdez asked President Ortiz for an update on the Budget Request submitted to President Serna. President Ortiz advised the Senate members that she would follow up with Mr. Serna on the status. VP Montoya initiated a discussion regarding a Courtesy Committee to fund events such as Staff Recognition, Annual BBQ, etc. President Ortiz requested permission from Senate to allow herself and VP Montoya to pose the possibility of starting this fund with the President. All in attendance agreed.

VI. Next Meeting & Adjournment

1. Next meeting is scheduled for March 27th @ 9:00 at the Boardroom with Secretary Valdez to take care of the facilities request.
2. A motion was made by Karen Wezwick and seconded by Evelyn Montoya to adjourn at 11:52 a.m. Motion passed.