



# Minutes

Faculty Senate Regular Meeting  
Monday, March 3, 2014, 3:30 pm  
IPC/Culinary Arts Classroom

- I. Meeting Called to order at 3:38 pm.** Members in attendance were: Adrienne O'Brien, Chuck Peterson, Lawrence Martinez, Cindy Armijo, Maxine Hughes and Sherry Goodyear via videochat. Absent were: Harry Anderson, Joseph Montoya and Leslie Jae Dennis
- II. Approval of Agenda.** Peterson moved to approve the agenda, seconded by Martinez, unanimously approved.
- III. Approval of Minutes from 2/3/14 Meeting.** Martinez moved to approve minutes, Peterson seconded, unanimously approved.
- IV. Informational/Discussion Items:**
  - A. *LCC Board of Trustees update.* O'Brien reported that the LCC BOT had met twice since the last Senate meeting: on 2/7/14 and on 2/18/14.
  - B. During the 2/7/14 meeting, the following action items were approved by the Board:
    1. offer to extend President's contract by one year (which was subsequently declined by President Campos);
    2. change of regular meeting dates to twice monthly on 1<sup>st</sup> & 3<sup>rd</sup> Tuesdays instead of Wednesdays;
    3. new, more liberal, nepotism policy adopted
    4. New Security Plan adopted (available online)
  - C. During the 2/18/14 meeting, the following highlights were reported:
    1. Dr. Campos submitted update on NCA Accreditation which schedules delivery of self-study report at June 2014 Board Meeting
    2. New Purge Policy has been adopted. Starting Summer 2014, purge from rosters of students who have not made financial arrangements will take place on the Thursday before classes begin. Second purge will take place on first Friday after classes begin during the summer semester and on second Friday after classes begin in fall and spring semesters.
    3. Input from students regarding changes to graduation location is inconclusive.
    4. Third Party Coordinator has been hired to lead the Presidential search process.
  - D. LAT Meeting Update – There were two LAT meetings since the last Senate Meeting, one on 2/4/14 and on 2/18/14. O'Brien reported that the members of LAT had agreed to recommend that interim positions begin paying after 2 weeks service and last no longer than 6 months and that Dr. Campos' Status of Self-Study for Accreditation was shared with the LAT Team as well as the Board,
  - E. Proposed Policy Change to Purge/Disenrollment Dates. Discussed during BOT meeting update, item IV, C, 2.
  - F. SLOA Training Dates-O'Brien reported that she had begun the preliminary work setting up these trainings, the dates and times will be 4/11/14 from 9am-10:30 am, 4/14/14 from 2 pm-3:30 pm and 4/22/14 from am-12:30. O'Brien has created a flyer to advertise these training sessions and will be posting it to the Luna website in addition to writing directly to spring 2014 SLOA presenters to notify them of this training support.
  - G. Progress of Resolution regarding Student Caps. O'Brien noted that Dr. Martinez has been through his office and the Memorandum of Approval is now in the President's office.

- H. March and April Student Activities for Spring Semester. Maxine has arranged a health-oriented event in collaboration with San Miguel County Health Department for March 31<sup>st</sup> at 2 pm. She's made a poster which will be disseminated through the Luna Light, the Luna website and posted around campus. Maxine will also go on the radio to promote this event. The April activity will be organized by O'Brien and Armijo and will involve the Cub Scouts and Phi Theta Kappa for a campus cleanup day and screening of "The Story of Stuff." Date TBA.
- I. Amendments to Senate By-Laws - O'Brien wanted to discuss with the Senate the need for updating the Senate Bylaws to include resolutions that have been passed by the Senate and revise the document in the light of 3-semesters of Senate experience. The Senate agreed to allow her to draft changes to be discussed at the next meeting.
- J. In-Service Training Topics/Volunteers. O'Brien volunteered to contact Dr. Juarros and Ms. Dennis to see they would give faculty trainings on "Active Learning Strategies" and "Writing Across the Curriculum," respectively. O'Brien wanted to give a presentation on Prezi presentation software that she has adopted for her lectures.

#### **V. Action Items**

- A. Radio Show Volunteers for March 19, April 2, 16 and 30<sup>th</sup>. Cindy volunteered for 4/30 and either 4/2 or 4/16 if we couldn't get anyone else. O'Brien offered to contact H. Anderson to see whether he wanted to discuss the Business Department accreditation Site Visit.
- B. Establish 2014 Election Committee. O'Brien reported on behalf of Dr. Beth Juarros who couldn't make the meeting. Juarros conveyed to the Senate that Survey Monkey was now secure and sophisticated enough to use for Senate elections. The Senate members decided to open nominations between March 31<sup>st</sup> and April 4<sup>th</sup> and then hold elections from Tuesday, April 8<sup>th</sup> through Wednesday, April 16<sup>th</sup>.

#### **VI. Other/New Business/Follow up**

- A. Changes to Faculty Self-Evaluation Form for Spring 2015-O'Brien noted that this document will need to be revised to include service requirements approved by Senate Resolution last May and adopted by the Board of Trustees in the fall. She suggested that the Senate work to revise the document. The Senate members asked O'Brien to get examples of such forms from other institutions, work with HR in revising document, draw up a draft for distribution and discussion at April meeting, with ultimate adoption at May meeting.
- B. Items for April Agenda. Maxine suggested including an item on strategies to improve online/computer test security.

#### **VII. Adjournment.** Martinez moved to adjourn the meeting. Meeting adjourned at 4:32 pm