



**LCC Student Senate  
Meeting Minutes**  
March 6<sup>th</sup>, 2018 @ 7:00 a.m.  
STEM Conference Room

- I. Call meeting to order**
  - Meeting began at 7:18 A.M
- II. Roll Call**
  - Absentees: Julio Serna and Amber Trujillo
  - Present: Interim President Ricky Serna, Dawna Ortega- Gallegos (Advisor), Jessica Weber, Elizabeth Conner- Bachicha, Maria Crisostomo, Andre Shank, and Chantel Rivera
- III. Approval of 2/27/2018 meeting minutes**
  - Motioned to move the approval of both 2/27/18 and 3/6/18 meeting minutes to next meeting.
- IV. Update on SS-Budget Summary**
  - Jessica met with the finance director in order to obtain the budget summary for the Student Senate.
    - i. Total annual budget \$24.536
    - ii. Ms. Dawna informed LCCSS that last year, student life and student senate funding was combined after dissolution of Student Senate FW 2017.
    - iii. \$9,000 is what remains for both student life and student senate.
    - iv. Elizabeth suggested for the officers to meet with the financial director in order to get a clearer image of the budget and funds allocation.
  - President Serna suggested LCCSS move funds within the budget as needed, pending his approval.
    - i. President Serna explained if the senate wants to move money within the department that he is the one to approve it, however if the senate needs additional funds for events/activities through SP 2018, the Student Senate must request approval from the LCC board of trustees.
    - ii. Jessica recommended after the senate establishes a curriculum plan for the rest of the semester and see where the LCCSS budget stands.
- V. Location of Student Senate office; perhaps create a schedule for time spent in office (key request submitted and approved).**
  - i. Jessica informed everyone that she is in possession of the main key for the Student Senate office and explained to all members where office is located.
  - ii. Jessica assigned Elizabeth to get a schedule started for LCCSS members time spent in LCCSS office, as per by-laws requirements.
  - iii. President Serna along with Ms. Dawna informed us about our own student senate email that has a google calendar we can all share to each other.

- i. Jessica put a ticket in to have IT reset the password for the student senate email, so all members could access and manage email account.

**VI. Revisions/suggestions for LCC Student Senate By-laws**

- President Serna opens up the floor in regards to the salary Article X
- i. Jessica made a motion to list a fixed amount of \$400/officer and \$300/senator per semester, Elizabeth seconded. All members unanimously agreed on a fixed stipend amount for LCCSS members.
- Elizabeth made a motion to approve amendments to LCCSS by-laws as presented, Chantel seconded. All members unanimously agreed.

**VII. NMHU, Sexual Assault Awareness Month, financial update**

- Still awaiting response from NMHU regarding co-sponsorship for April "Sexual Assault Awareness Month"

**VIII. Campus life**

- Jessica suggested we should invest in microwave and refrigerator accessible to students.
- President Serna informed everyone about the old game room equipment located by the coffee shop and the bookstore
- Everybody agreed that we should start a HUB that will have the game room equipment, microwave, fridge, etc. for the students

**IX. Shared Governance Council update: (by Student Senate President)**

- Jessica informed the Senate of happenings regarding the *Strategic Planning & Institutional Analysis Committee*; policy changes-SP&IA policy to encourage usage of LCC email (merge staff and student emails) b/c more secure and confidential. Also, creating form for request for transcripts for deceased students including FERPA.
- Jessica asked LCCSS members to reach out to forum presenters, see if they need help w/ anything.

**X. Next Meeting Date and Time**

- Reminder about the Board of Trustee meeting on March 13, 2018, 5:30 P.M.
- Next Meeting date and time TBA
- Jessica adjourned at 8:24 A.M