



## Minutes

Staff Senate

Work Session

November 4, 2025

Tuesday, 2:00 pm

Amberlyn's Office in Allied  
Health/ Google Meet

- I. Establishment of Quorum / Roll Call**  
Amberlyn Gonzales, Crystal K. Western Ford, Alejandro Montoya, Anthony Lujan, Fayla Ray  
**Guests:** Sierra Fernandez
- II. Call of Meeting to Order**  
**2:10 p.m.**
- III. Approval of Agenda– November 4 , 2025**  
Motion made to approve November 4 agenda and seconded by Fayla.
- IV. Approval of Minutes-October, 2025**  
Motion made to approve minutes from October \_\_\_\_ and seconded by Crystal.
- V. Public Comments (3 min. limit)**  
No public comment.
- VI. Informational / Discussion Items (Action Item if specified)**

HLC Mock Session - Sierra talked about the HLC visit and held a mock session for the Staff Senate to prepare for the visit. Mock sessions will be held with many committees and at the next all campus meeting. The visit is focused on curriculum Criterion 3 teaching & learning for student success and Criterion 4 sustainability. Talked about data collection as it relates to student success and how our individual roles play into student success. HLC concern w/ Criterion 4 was that there was not continuity in the finance department, being behind on audits, and audits are now done through 2023.

Student Learning Assessment Plan - Sierra talked about:

1. First Learning Outcomes and lack of consistent documentation across Luna for this.
2. Learning Outcome Assessments.
3. Ged Ed - 5 essential skills - that students need to possess upon graduation.
4. Co-curricular assessment - concern found at 2023 HLC visit that none of these assessments were happening. Six activities meet co-curricular guidelines: athletics, Library/LRC, Adult Ed integrated ed IET, tutoring, peer mentorship, ACE Lab & Student Senate. Not mandated by HLC, but internal to Luna.

New programs can go through process to be considered as co-curricular, e.g. students helping with Luna Eats.

<https://docs.google.com/document/d/1RU6LIDtOOZT1jXZZiqo50s7S9iXfXWJCRqG4PC7euF0/edit?usp=sharing>

Plan will be approved by the Student Senate (tentative), Staff Senate and Faculty Senate, then to Assessment Committee, then to Executive Committee, then presented to BOT on 12/9 by Sierra.

**VII. Unfinished Business / Follow-up Items**

**VIII. New or Follow-up Items for next meeting**

**IX. Adjournment**

The meeting adjourned at 3:25 p.m.