I. **Establishment of Quorum:** Quorum established
    Present: Gene Sandoval, Gloria Pacheco, Georgia Baca, Brenda Ortega, Angelica Montanez, Emma George, Carol Linder, Karen Wezwick-note taker **Absent**: Sherry Goodyear
    Guests: Kimberly Baca, Edward Martinez

II. **Call of Meeting to Order:** Chair Sandoval, called meeting to order, at 2:30pm

III. **Approval of Agenda:** Representative Linder, motioned to approve agenda, Representative Ortega, seconded, all agreed, motion carried, Agenda approved.

IV.

V. **Approval of Minutes**
    A. Regular Meeting - 11-19-21
        E. George, motioned to approve minutes, C. Linder, seconded, all agreed, motion carried, minutes approved.

VI. **Public Comment** (3 minutes per speaker) NONE

VII. **Informational/Discussion Items**
    A. **Bills in process—**
        1) **In-service / Ad hoc PDP Committee–** Tabled, due to presenter's absence, all in attendance agree to have discussion tabled until the next meeting.
    B. **BOT policy discussion:** C Dr. Edward Martinez, President of the College, explained how the Board was asking for input from Shared Governance, to address the Boards' proposal to change the wording in the BOT Policy Handbook, Section 1460, from "unanimous" to "majority" and adding "effective immediately". Dr. Martinez is requesting SGC to further review, discuss, then address the proposed changes, and by way of written document, indicate whether the SGC agrees or disagrees with the BOT's proposal. (Response attached)
    C. **Academic Leadership Council report:** Brenda Ortega, reported on meeting contents regarding the extra duties they have taken on and department changes.
    D. **Senate Reports**
        1) **Faculty Senate**: No meeting to report on
        2) **Student Senate:** Angelica Montanez, reported on today's meeting: they are currently looking for new members; they are working on activities for upcoming events in February and for this semester: a Valentine's Day Gram, and a possible Pet Adoption Drive.
        3) **Staff Senate**: Georgia Baca, expressed gratitude to all who participated with Christmas employee activity. She also mentioned the SS/FS meetings to continue with reviewing the employee handbooks. SS/FS meeting this Friday to continue efforts on changes as needed for better clarity. Work involves designating Sections to members to complete revisions. SS is planning on hosting a Valentine activity, based on last year's event–Heart Attacks. SS is also getting an updated Staff membership group list, so that an invite can be sent out as an email to all staff to be able to participate in the process.
    E. **Faculty/Staff handbook**—update (already covered in Section D, Item 3)

VIII. **Action Items**
   A. Bill processing: No Bills to process at this time

   Angelica Montanez spoke on behalf of LCC students' concern over the disenrollment process. G. Baca commented that students are informed that they need to pay 50.00 to clear their account, and that this is a recurring process every semester. She added that students' misunderstanding of the process may well be their lack of understanding of the word "cleared". Montanez suggested reaching out to students via email (if set up) then provide information regarding the "clearing process", to help them avoid disenrollment, because it is frustrating for students. Ms. Baca, explained the credit authorization on student schedules with an explanation of the process. Dr. Linder suggested putting an announcement on the main Blackboard page for students to see and read.

IX. **New or Follow-up Items** for Next Meeting; Dr. Linder requested an item for the food depot/distribution along with Amnesty International for donations to Afghanistan refugees.

X. **Adjournment:** No further business, next meeting scheduled for 2-11-22. Chair requested a motion to adjourn**;** Member Angelica Montanez motioned, Member Ortega seconded, all agreed - motion carried. Meeting adjourned at 2:30 pm.

Minutes approved in the Feb. 11th meeting. (Watermark would not go away)