



FACULTY SENATE

MINUTES

Regular Meeting

Friday, October 12, 2018,

2:30 pm, MEC Atrium

I. Call of Meeting to Order and Establishment of Quorum

A. Establishment of Quorum- Established at 2:37

Kenneth Bachicha (Chair), Breanna Gould (Vice Chair), Sara Vigil (Secretary), Sierra Fernandez (Senator/Adjunct), Geno Castillo (Senator/STEM/Business), Daniel Twitchell (Humanities/Early Childhood/Adult Education Senator), Kimberly Sena (Allied Health Senator), Sherry Goodyear (Satellite Senator), Linda Salazar, (ex-officio/LRC), Jessica McGee (Immediate Past Chair), Rick Baca (Humanities Faculty), Susan Grohman (Nursing Faculty).

B. Call Meeting to Order

II. Approval of Agenda

Motion to approve agenda with the addition of item Informational/Discussion Item K. Credit by Examination & Minute Dates by Geno Castillo, Second by Breanna Gould, Motion Carried.

III. Approval of Minutes from Aug. 14, 2018, Aug. 17, 2018, & Sept. 14, 2018 Meetings

A. Corrections or additions

B. Vote to approve minutes

Motion to approve presented minutes with corrections by Sherry Goodyear, Second by Kimberly Sena, Motion Carried.

IV. Informational/Discussion Items:

A. Reports from all senators:

- Gene Sandoval Senator of Trades
Proxy by Jessica McGee-Meeting with United Association #412 (Union for Welders) in hopes of creating a matriculation agreement for apprenticeship to reduce years & improve curriculum. Book orders are being created & assessment data entry. Transition Fair table went well, people showed lots of interest in trade dept.
- Sierra Fernandez Senator of Associate Members
Mentioned that Blackboard issues are still occurring and for faculty to please collect data, so that there can be evidence for the need of additional support. Discussion ensued on the best way to gather data. Keys for adjunct are also still a remaining issue.
- Geno Castillo Senator of STEM and Business
Robot Rodeo was a success. Other rodeos are also being planned for satellite sites, and possibly statewide event. STEM also has an open position for Math Instructor. Dept. is preparing for College night.
Business-New faculty member was hired. 2 faculty members were completing QM training. Business program is growing, 19 classes will be offered. Director attended 2 trainings & has been participating in local parades for LCC.
- Sherry Goodyear Satellite Senator
Reached out to satellites and got no response from sites. Springer homecoming was a success, Luna was represented. Had an online student who needed tutoring, but Luna provides no online tutoring, so Luna needs to offer online tutoring & we as



FACULTY SENATE

faculty should document this need, so it can be requested.

Sierra-R&C has created a Tutoring subcommittee, so this is something that can be discussed & addressed there.

- Linda Salazar Senator Ex Officio, Learning Resource Center
Library has been busy 200-300 students are average, but 500 students visited in Sept. Library added new database, Creto Reference, links to other sources, i.e. databases, library, etc. Attended website meeting, so it's in the works, but not sure when it will launch.
- Kimberly Sena Senator of Allied Health Sciences and Nursing
Nursing dept. received boards results and they are a 94.44% pass rate. Participated in Parades & planning for college night. Dental is working on recruitment efforts & planning a candy takeback drive for Halloween.
Sierra-LPN mobility plan has made it easier to transition into nursing program.
- Daniel Twitchell Senator of Humanities, Adult Basic Ed., Early Childhood
Humanities is running smoothly. Rick Baca suggested we create dept. support groups, so that we have support with the issues we face in the classroom. Speech instructor, Rick Baca, is completing QM training.
Kenneth-Humanities Dept. met to discuss Spring Schedule.

B. Presidential Search & Screen Process

Kenneth-This was a long process, but it is nearing the end. Asked for feedback on how Faculty thought this process went. Most feedback was positive, & faculty is satisfied with outcomes so far.

Some concerns were that the community forums were not well attended, and that was probably partly due to time slot. Evening events were also not well attended.

C. Book Orders

Jessica Mcgee served as proxy, since Ron Duran could not attend. A few bookstore meetings were held and it was discussed that communication needs to be improved, books orders need to be submitted through physical copy order form, & customer service needs to be improved. However, process will largely be the same, Instructors need to research book prior to order, & book changes need to be dept. wide. Bookstore is now able to order through Amazon. Book orders are due on Oct. 26th and if there are any issues with the orders, Ron will contact Directors before the end of November.

D. College Night

Kenneth-Oct. 24th @ NMHU is College Night. Let's strive for increase of attendance, so Depts. get together and plan. If flyers are needed, contact Francisco Apodaca or Ron Duran.

E. HLC Conference

Kenneth-HLC conference is April 6th-9th, 2019. Cost varies (\$1,300 per person). VP suggested that he attend, but he wanted to open this opportunity to anyone who is interested.

Discussion ensued and FS agreed with VP and her suggestion that Kenneth attend.

F. Informing Adjunct of Important Issues

Sierra-There was an issue with 2 adjuncts not accommodating students in class as mandated by academic accommodations through LCC's Student Success--Accessibility Services, which shows the need for more trainings for adjuncts, as well as better communication between Cindy and Faculty/Adjuncts.

Discussion ensued and arrived at: Adjuncts need training/orientations, this needs to occur in a variety of methods (online, in-person), and Directors need to also provide support for adjuncts.

G. Curriculum Committee



FACULTY SENATE

Susan-General core for certificates have been making a lot of progress. Changes to programs are also in the works & Susan will attend catalog meeting, to learn of definite catalog deadlines and plans. Susan also wanted to remind everyone that Curriculum Committee is faculty driven and she has been seeing this improve in the committee.

H. Student Declaring Major Policy-Tabled

I. By-laws review and update

Kenneth-Bylaws need some revision. Some issues with bylaws were discussed, but since these issues are vast, there will be a special meeting scheduled for this topic. Some things that were suggested were: Adding senators, BOT meeting attendance increased, service to committee, honorarium, mid-point checkup, etc.

J. Faculty Handbook Update

Kenneth-Revisions have been in progress for 1 year, so senators need to revise their assigned sections on the online google drive document and next meeting FS will vote on making it final.

K. Credit By Examination Policy

FS discussed that this form needs review/revision, especially #'s 1&5. Kenneth will send out a google document, so FS can suggest changes and vote on which changes are valid.

V. Action Items

A. Faculty Handbook Update

Motion to publish draft and update in November by Sierra Fernandez, Second by Geno Castillo, Motioned Carried

VI. New or Follow-up Items for Next Meeting's Agenda

Faculty Handbook Update

Next Meeting: November 9th @2:30 in MEC Atrium

VII. Adjournment

Motion to Adjourn at 4:44pm by Breanna Gould, Second by Sherry Goodyear, Motion Carried.