



Minutes

Faculty Senate Regular Meeting

Friday, November 14th, 2025

1:00-2:00 PM on Google Meet

- I. Establishment of Quorum: Mari Hill, Gene Martinez, Kevin Williams, Nichole Collins, Linda Salazar, Billie Mathews, Chantel Rivera present. Quorum established.
- II. Call of Meeting to Order: Chair Hill called the meeting to order at 12:59 p.m.
- III. Approval of Agenda: Chair Hill presented the Agenda. Upon a motion by Gene Martinez, seconded by Linda Salazar, and unanimously approved, the agenda was approved.
- IV. Approval of Minutes from 10/24 Meeting: Chair Hill presented the minutes of the October 24 meeting. Nichole Collins made a motion to approve the minutes of the October 24 meeting. The motion was seconded by Gene Martinez, then unanimously approved.
- V. Welcome of Guests/Public Comment (3 minutes per person): Chair Hill welcomed guests Sierra Fernandez and Betsy Sanchez.
- VI. Information/Discussion Items:
 - A. Senator Reports
 1. Mari Hill (Education Senator, Senate Chair) – Tycie Jackson developed some new PLOs and Mari and Kevin helped edit and refine them. The children's theater is having its play next Friday at 3:00 p.m. in the Lecture Hall by the Model Classroom and it is open to all Luna staff. The play is "Charlie and the Great Glass Elevator" which is the sequel to "Charlie and the Chocolate Factory." It is about 40 minutes long.
 2. Gene Martinez (CTE Senator, Vice Chair) – Gene Martinez was in Los Alamos last weekend for a workshop for getting Luna students internships at LANL. He definitely has two students hired for now to work this summer. Gene is scheduled to take the American Welding Society Certified Welding Instructor Exam. It will be from December 8 - 23. It is a two-week exam in Florida. Gene is now working on getting his Phase III Grant from LANL up and running.
 3. Kevin Williams (Associates Senator, Secretary, Immediate Past Chair) – Kevin Williams mentioned working with Tycie on the Education Department PLOs. He felt like it was very productive. He is currently serving on the Advisement Sub-Committee. They have been having work sessions to get the Advisement Plan put together. It is going really well under the leadership of Karen Weswick. He had nothing to report from adjuncts. Everyone is busy!
 4. Billie Mathews (Humanities Senator) – Most of Billie's energy has been spent attending meetings for the upcoming HLC visit. Fingers are crossed for a successful visit. Gen. Ed. Assessment Committee met recently. They are onboard and caught up now. There will be someone reaching out to Faculty Senate to see if we can provide an

informational session on how to submit work. Billie is trying to make it through finals and get early alerts done. Thoughts and prayers go out to Renee Maestas. Dr. Romero mentioned to the Board about the intersession courses. There will be a few of them offered. Humanities will be offering U.S. History I and Survey of New Mexico History. Coach Wright calls them “mini-mesters” - really condensed 4-week courses during the break.

5. Nichole Collins (STEM/Assessment Senator) – STEM and Humanities had a department meeting this week. Dr. Castillo went over the percentage of books that have been placed—76% are digital, and 10% need to be entered. He mentioned we have hired an art teacher and we will be doing interviews for a biology adjunct as well as possibly an administrative assistant for STEM and Humanities. Dr. Castillo talked about the PLO process. Their department is going to submit PLOs for approval for all programs in January during inservice. We are all just trying to wrap up the semester and make sure our students have met all of the outcomes required for their classes.

6. Chantel Rivera(Allied Health/Nursing Senator) – Chantel Rivera talked to Nursing.

They have been taking their students out to do community presentations at schools about the effects of THC on the developing brain.

7. Linda Salazar (Ex Officio/LRC) – Linda Salazar had nothing new to report on the LRC side. She is still very busy with Workday. She gave a shout-out to Mari and Kraig for doing the children’s theater workshop. She is right next door and hears the excitement (and the theater warm-ups).

B. Standing Committee Reports

1. Professional Development Committee - See Discussion Items below.

2. Curriculum Committee - Nichole reported that the Curriculum Committee met this week. She sent out PLO Approval form and the PLO Entry form. One form is for signatures and the reason why PLOs are being changed. This go-around we autofilled it with the same reason for every program. The other form is for Directors to place all PLOs (previous PLOs if they are making changes, and then the new PLOs and programs). This was sent to Directors about a month ago. Also sent was a schedule for updating their PLOs with the last department updating in March. If we need to update in April or May, there is opportunity, but we are trying to stick to an earlier timeline. Nichole created folders for each department to make it easier. She has given them access to all the folders where they can place the forms. Nichole also gave Sierra Fernandez access to the folders so she can share them with the ARC team. This week they had a scheduled meeting. They were supposed to approve the Student Learning Assessment Plan. Unfortunately a quorum wasn’t met, so instead they had a work session on procedures and process manual. They reviewed various versions of by-laws. They put one up on Google Docs for all the members to review in a timely fashion so that they can incorporate the policies and procedures for getting work done. They are hoping to have a work session next week.

3. Assessment Committee - Betsy Sanchez reported that the Assessment

Committee has been working on getting their procedure manual approved by the committee so that it can be run through Faculty Senate, Staff Senate, and Shared Governance. Betsy also sits on the Gen. Ed. sub-committee and they did selected this the faculty this semester who are going to be needing to submit material. They will be reaching out to let them know when a day and time will be scheduled to walk through everything that needs to be submitted and how it needs to be submitted, and what to look for as to what they are going to be submitting. It is different from regular assessments. They are also working on getting everything set up for the roll out of forms for this semester. First and foremost, however, is getting ready for next week's HLC visit. If you didn't hear or didn't attend the meeting earlier, they are wanting a lot of participation in person and virtual. Some of these meetings open to faculty will have a meal open to students and faculty. They want us to find ways to encourage students to meet and communicate with HLC on Monday.

C. Discussion Items

1. Next Meeting: Due to Thanksgiving Break, the next meeting of the Faculty Senate will be during the inservice week on Friday, December 12, 2025 at 1:00 p.m.
2. Work Session: Mari Hill proposed having a work session to set the schedule for the January In-service. She emailed Drs. Romero and Linder asking for guidance because she is aware that Assessment wants an entire day. The response was that Mari should plan it with Sierra Fernandez. Nichole Collins reiterated that the faculty wants time to plan their courses, reach out to students, etc. Billie mentioned that she would like to hear again from Dr. Diana Byers from Clovis Community College about AI policies, and that faculty needs time to launch their classes. Kevin Williams mentioned that the skeleton schedule for the past was developed by Sherry Goodyear. It always starts with Dr. Linder giving a "State of the College" address. The rest of the schedule is basically prep time and then optional trainings. He suggested that we find out the time Assessment needs for their day, then build the rest of the schedule around that. Sierra Fernandez said they were thinking January 7th or 8th. Mari Hill suggested that we have a working meeting on the week we return from Thanksgiving to hammer out the details. Nichole Collins agreed with Kevin about leaving the Dr. Linder address on Monday, and leaving Friday for various meetings. She thinks having an open session for Blackboard and Concourse on Tuesday would be good. Kevin Williams mentioned that having open times for departments to do what departments need to do would be beneficial. Mari Hill proposed that we have a working meeting to create the schedule. Gene Martinez proposed December 5. Mari Hill said she will have a skeleton schedule ready for December 5 at 1:00.

VII. Action Items:

1. Vote to approve "Student Learning Assessment Plan": Kevin Williams made a motion to approve the Student Learning Assessment Plan. Nichole Collins seconded the motion. The Faculty Senate approved the Student Learning Assessment Plan unanimously.

- VIII. New or Follow-up Items for Next Meeting's Agenda:
- IX. Next Regular Meeting: Friday, December 12, 2025 at 1:00 p.m.
- X. Adjournment: Nichole Collins moved to adjourn the meeting. Chantel Rivera seconded the motion. The motion passed unanimously. Chair Hill adjourned the meeting at 1:44 p.m.