



**Luna Community College  
Staff Advisory Senate  
Special Meeting  
February 20, 2019 @ 4:00 p.m.  
Department of Finance**

**Minutes**

**I. Call meeting to order and establish a quorum**

- Quorum established and meeting called to order by President Amanda Ortiz at 4:11 p.m.

**II. Roll Call**

- **In attendance:** President Amanda Ortiz, Vice President Evelyn Montoya, Secretary/Treasurer Gabrielle Griego, Member Cynthia Branch (recognized at 5:27p.m.), and Member Francina Martinez.
- **Absent:** Member Melissa Cordova and Member Karen Wezwick.

**III. Proposed Changes & Approval of the Agenda**

- A motion was made by Evelyn Montoya and second by Gabrielle Griego to approve February 20, 2019 agenda with no changes. Motion approved.

**IV. Approval of the Minutes February 13<sup>th</sup>, Special Meeting.**

- A motion was made by Gabrielle Griego and second by Francina Martinez to approve February 13, 2019 minutes with changes. Motion approved.

**V. HLC Criteria 5 Forum Preparation**

- Members worked together to organize responses from the LCC Assurance Report submitted to HLC on February 19, 2019.
- A PowerPoint presentation was worked on to insure appropriate information is provided to LCC community of the progress made while under accreditation probation.

**VI. Other Business**

- Review of Policy 1520, from the BOT Manual, will be discussed during the next SAS regular meeting.

- Additional discussion took place regarding concerns of the Shared Governance Policy 1520, mentioned to Amanda Ortiz by Francisco Apodaca.
- President Ortiz explained to the group that on Feb. 15<sup>th</sup>, Chairman Romero had requested a meeting with the Shared Governance Council to be held on Tuesday, February 19<sup>th</sup>, 2019 at 5:30 p.m. in the Student Service Board Room. She sought clarification from Chairman Romero on what the meeting would be in regards to because the request was out of the ordinary. All previous meetings with the Board were for shared governance groups, not the Council. It was implied that it was in regards to the presidential hiring process because she was specifically told not to invite Dr. Rael, who was an applicant and a Council member. She was asked to clarify and address inquiries about Dr. Rael's involvement in the Search & Screening process. Due to inclement weather, the school had been closed and the meeting was cancelled. Interim President Dr. Lalla let President Ortiz know that there would probably not be enough time to reschedule the meeting and suggested that any concerns be addressed in a memo.
- President Ortiz reached out to the Vice Chair of the Shared Governance Council and determined that due to the nature of the concerns, they be addressed by the Senates, as opposed to the Council. She then read a draft memo to the SAS, addressed from Faculty and Staff Senate to the BOT, in regards to the concerns about the Presidential search process. It was then open for discussion.
- Members felt that the memo needed to have more information included regarding the HLC criteria and potential impacts as well as more direct concerns. Proposed revisions would be made via email and approved electronically prior to being submitted to the BOT. Proposed revisions would go through Faculty Senate as well.

**VII. Set date and time of next meeting**

- Next regular meeting is scheduled for March 7, 2019 @ 10:00 a.m. in the Student Services Board Room.

**VIII. Adjourn**

- A motion to adjourn meeting was made by Evelyn Montoya and second by Gabrielle Griego. Motion passed. Meeting adjourn at 5:45 p.m.