



Minutes  
Shared Governance Council Regular Meeting  
**September 19, 2025**  
1:00 pm via Google Meet

I. **Establishment of Quorum –**

Faculty Senate Representatives - Kevin Williams, Billie Mathews (Chair of SG)

Staff Senate Representatives - Crystal Western-Ford, Amberlyn Gonzales,

Student Senate Representatives – Charlotte Larabee (Pres of SS), RayAnn Chavez (VP of SS)

Professional Director Rep. - Sherry Goodyear (Secretary of SG)

Academic Director Rep. – Valerie Montoya

Guests – Dr. Carol Linder, Kristi Safranek, Jaxon Chaco, Thayor Nitz, Rachael Lucero, Nichole Collins.

II. **Call of Meeting to Order - 1:03 P.M.**

III. **Approval of Agenda- Sept. 19, 2025 -** Kevin moved and Valerie seconded – motion carried unanimously

IV. **Review of Minutes**

a. May 16, 2025 - Regular Meeting - Kevin moved and Valerie seconded – motion carried unanimously.

V. **Informational/Discussion Items**

A. Public comment-

-Rachael Lucero

- Academic Calendar has been posted as have calendars for finals for both FALL and SPRING.
- Working with Dr. Romero on our three-year calendar.
- Teachers are currently putting in their spring schedules.

• Dr. Carol Linder –

- Shared Governance Council has a direct line to the president.
- Freshman Survey – Brand new Freshman have received a survey link to share how things went for them the first month of school. The survey is anonymous and is administered by the University of Texas. Submissions must be completed by Oct. 6, 2025. These results will help us improve our processes for new students.
- Basic Needs Consortium – Funds Luna Eats and free lunch for students on Mondays and Wednesdays.
- Number 11 Trolley MOU – Luna has 22 trolley tours we can use this year. Amanda Nelson is the contact to set up a tour.
- Luminarias – Luna will be starting this tradition back up. We will do in conjunction with the Electric Light Parade.

- Parade Banner – We have new parade banner which we will be able to use along with side by sides for the Highlands Parade on Sept. 20, 2025.
- First Day Complete – Luna Bookstore’s goal is to get students to have their books on the first day of classes. This initiative will help achieve this goal.
- West Las Vegas Parade – October 24, 2025.
- Employ Tuition Waiver – Working on new employee tuition waiver form for students to take classes free at Luna and Highlands. Dr. Linder will send the form to Shared Governance for review when it is ready.
- Dress Code – Should Luna have one? At Highlands, staff had a dress code but faculty didn’t. Customer facing positions should have a dress code. We should definitely look at this.
- Text message for students – Nichole will put it on the IT/DE Agenda to see if Anthology can do this. Rachael will look at Work Day to see if there is a student text feature in Work Day.
- The HLC visit is planned for November 17 and 18. The committee members want to have lunch with students on Nov. 17.

#### B. Governing Body Reports

##### a. Faculty Senate

- Has met twice so far this semester.
- Has a new Coffee Connects schedule out. The next one is slotted for Sept. 26, 2025 from noon to 1:00 P.M.
- Reviewing Faculty Handbook. (What currently appears on our website dates all the way back to 2016). (Rachael will reach out to Dr. Day to see if she has a copy of the revision done a couple of years ago when she was our VP of Academic Affairs.

##### b. Student Senate

- Held their first meeting Tuesday, September 16, 2025.
- Working to revise their bylaws.
- Will do a Trunk or Treat in October.

##### c. Staff Senate

- Have gained two more members for a total of six.
- Will have a series of movie nights in October. They want to serve popcorn. They will ask Gloria Ortiz about borrowing the one in student services.
- Will be announcing elections for additional staff senate positions

##### d. Directors

###### Professional - Sherry Goodyear

- After School Program is going full-swing in Springer and Santa Rosa.
- Communal Garden project underway in Springer. Pricing greenhouses.
- Mari Hill is doing a children’s theater class at Main Campus
- We are working with Collin’s Lake ranch and their tutoring program for home-schooled children.

Academic: Valerie Montoya

- Directors are all prepping for HLC visit in November on the 17 and 18<sup>th</sup>.
- Luna website updates are underway.  
Programmatic reviews are also being done.

C. Discussion Items

- a. 2025-26 SGC leadership nominations
- b. Senate representation - All Shared Governance senators are in place.

V. **Action Items**

- a. Nominations for Chair and Vice Chair - Kevin moved to table and Crystal seconded the motion which carried unanimously.

VI. **Follow-up Items**

- Voting for Chair and Vice Chair
- Dress code

VII. **Next Meeting**

- October 3, 2025 as 1:00 P.M.

VIII. **Adjournment**

- Valerie motioned to adjourn and Kevin seconded. The motion carried unanimously at 2:20 P.M.