



MINUTES

Staff Senate
Regular Meeting
November 22, 2021
Monday 10:00pm Google meet

I. Establishment of Quorum / Roll Call called

Present: Georgia Baca, Gloria Pacheco, Emily Ulibarri, Jessica Flores, Absent: Raymond Varela, Shannon Ortiz, Matthew Cordova, Matthew Garcia, Roll call seized quorum established

Guest: Francina Martinez, David Kavanaugh

II. Call of Meeting to Order: Quorum established, Chair Baca, calls meeting to order, at 10:02

III. Approval of Agenda: Senator Flores, motions to make changes to the agenda, with the corrections by the removal of line item III. and X. Senator Ulibarri, seconded, all agree, motion carries, Agenda approved with corrections.

IV. Approval of Minutes: Regular meeting 11/12/21
Senator Flores, motions to approve minutes, as is, Senator Ulibarri, seconded, all agree, motion carries, Minutes approved

V. Public Comments: NONE

VI. Informational / Discussion Items

A Staff Senator (committee reports):

Strategic Planning: SS Secretary reports regarding SP, meeting held on Wednesday to continue with modifications of LCC guiding principals.

B HLC feedback: Senator Flores, reports on the HLC prep team, who met for the last time for this year, regarding the HLC visit, and the posting of the document submitted on due date. Next meeting date will be in January 24 & 25, 2022.

C Draft Faculty/Staff Handbook feedback: Chair Baca, requests for SS Secretary to report on work session held on Friday. Madame Secretary states meeting was productive, a lot was done in a short time, minor revisions and clarifications, to handbook, waiting to meet with HR for assurance that information is accurate and compliant. Chair Baca, reiterates that HR is invited to work session for assistance in conformity, she wasn't able to attend the scheduled session, due to another meeting.

D Staff Senate Christmas Activities/Employee 12/15/21 potluck assistance: December 15, potluck for all employees to participate, for those who want are allowed in person tentatively to held at IPC (cafeteria) which is already setup, Chair suggest for SS to help with decorations, and Senators Varela and Ortiz to create flyer. Chair, states SS might be meeting again on the week of the December 10th, she suggests to send out an email requesting employees to sign in items they can bring. Chair discusses the option for departments to decorate, she mentions LCC has two floats and requesting help with building them.

VII. Unfinished Business / Follow-up Items: NONE

VIII. Action Items: NONE

IX. New or Follow-up Items for next meeting:

Follow up Reminder Draft Faculty/Staff Handbook work session Next Meeting tentatively December 10th, scheduled via Google meet (TBA) (Tentatively weekly or biweekly according to COVID-19 concerns)

X. Adjournment: No further business, Chair request motion to adjourn; Senator Ulibarri motions to adjourn, Senator Flores seconded, all agree motions carries. Meeting adjourns at 10:39

DRAFT