



FACULTY SENATE

MINUTES

Regular Meeting

Friday, November 9, 2018,

2:30 pm, MEC Atrium

I. Call of Meeting to Order and Establishment of Quorum

A. Establishment of Quorum

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), Eugene Sandoval (Trades Senator), Jessica McGee (Immediate Past Chair), Rick Baca (Humanities Faculty), Leticia Griego (Business Faculty), Nichole Collins (STEM Faculty), Ricky Serna (Interim President)

B. Call Meeting to Order at 2:31pm

II. Approval of Agenda

- A. Motion to approve agenda with adding item C. Annual Leave for Staff-Ricky Serna, and Item F. Registration Event by Sierra, Second by Geno. Motion Carried.

III. Approval of Minutes from Oct. 12, 2018 Meeting

- A. Corrections or additions
B. Vote to approve minutes-Motion to approve Oct. 12th Minutes by Breanna, Second by Sherry. Motion Carried.

IV. Informational/Discussion Items:

- A. Reports from all senators:
- Gene Sandoval Senator of Trades-Was working on ATEF certification application. 3 participants were needed, but one fell through, so next year hopefully they can have this completed. Adjuncts are still needed in all trade areas. Students, administration, and faculty attended SEMA conference. SEMA conference resulted in donated needed trade software. Students enjoyed the conference and learned a lot.
 - Sierra Fernandez Senator of Associate Members-several adjuncts voiced concerned about adjuncts being disconnected and undervalued. Sherry asked if adjuncts had any suggestions on what could be done to improve the situation. Discussion ensued about providing welcome packets, orientation and training, and trying to get this as a requirement in their contracts.
Retention and Completion-Three 3 year plans have been implemented/created. In order for these to be successful faculty needs to be involved.
 - Geno Castillo Senator of STEM and Business-Business-19 classes for the spring semester are posted and Brenda Wagner is following up with students to get them

registered for the upcoming semester. Business also participated in trunk-or-treat, haunted house, and college night. STEM-Department participated in trunk-or-treat, haunted house, and college night, and is hosting Thanksgiving food and coat drive for students in need, with the help of Culinary Arts. Stem also participated in CLO trainings. ACE lab has been busy. Kenneth asked how Business Club gains access money generated from the haunted house. Student Government controls Club monies.

- Sherry Goodyear Satellite Senator-Discussed how online students needed tutoring, which was remedied by Raymond suggesting that online students email work to him and he would disperse student work to tutors, so that they could provide feedback. In regard to her first semester teaching HD250, which was a hybrid course, she experienced technical difficulties with instructor sign-in. These difficulties hindered the "hybrid" aspect of the course. She found out that there was a fluke within the system that prevented users from signing in because of the type of access technologies being used (headsets, laptops, etc.)
 - Linda Salazar Senator Ex Officio, Learning Resource Center-Library has been busy assisting faculty with access to teaching materials and paper for the haunted house. Bond B for library funds passed and by 2020 funds should be available. The Media Arts students have been aiding in the creation of a media ad.
 - Kimberly Sena Senator of Allied Health Sciences and Nursing-1st annual Health Fair is going to be held on Nov. 17th. Student Nursing Association will be participating and holding a fundraiser selling t-shirts. Pamphlets are being created for program recruitment. Nursing will be hosting a Nursing Advisory luncheon in Dec. Faculty attended the NMNEC conference. Which works to align programs across the nation. NM is 1st and 2nd in certain areas within the NMNEC model. Allied Health is seeking to hire adjunct instructors. LPN mobility model is being constructed and looking hopeful, but needs to wait on a model from CNM before it can be offered, but recruiting is underway. Department participated in College Night and haunted house.
 - Daniel Twitchell Senator of Humanities, Adult Basic Ed., Early Childhood-English instructor did leave mid semester for medical reasons, but course was taken over by another English instructor. The summer Bridge Program Report success rate was 92% and it was noted that for the program to remain successful that there needs to be imbedded tutors in the ENG102 courses. Department participated in College Night and haunted house
- B. College Night Review-Kenneth proposed the question, how can college night be improved?-Discussion ensued to suggest improvements in layout, event advertisement, specialized program advertisement material, and information tracking. Other comments were that it was a positive experience and that Admissions created a list based on contact cards with student information, which can be utilized within departments.
- C. Annual Leave for Staff-President Serna- Presented to senate a draft handout that illustrated the selling of annual leave for staff during the

holiday season of December. Explained that this is only possibly for Staff, since Faculty only acquires sick leave, which is not a property right and cannot be paid out. President would be willing to donate his leave to Faculty, but it would not result in much based on the number of Faculty. Faculty agreed that this is a good practice to adopt.

- D. Assessment Committee Update and Forms- Nichole Collins-Presented updated form that was first created in 2017 to include end of year data on one form instead of three. Presented a sample Powerpoint that will be used of end of semester CLOA presentations. Suggestions for improvements were provided. Reminded everyone to enter CLO's into WEAVE.
- E. Student Feedback- Sherry Goodyear-discussed a conversation she had with and their concerns with Luna. She suggested that there be some type of survey to students to address their concerns to ensure that students know they have a voice and their needs met.
Sierra- R&C conducted a survey last semester, but committee is open to adding questions based on student feedback.
- F. Faculty Mentorships- Rick Baca- Discussed the need for a support group of mentors for faculty and adjuncts, because research offers multiple ways this can be done and indicates that it is highly beneficial. Rick is willing to coordinate this effort, so please contact him if anyone is interested in helping this move forward. Discussion ensued about how this need links back to hiring process.
- G. Registration Event-Sierra- R&C is hosting registration event, which will be held in MEC atrium and all academic advisors will be in attendance. Breakfast with the Registrar on Nov. 27th, which will be for graduating students to gain clearance for graduation.
- H. Union Update-Kenneth-met with ATF and discussed how map region indicated that NEA needs to represent our college, but response from this union has been difficult to get response. Based on Staff Senate Survey, 63% of 54 employees said they were interested in union, but needed more information. There are options on how Luna can unionize, faculty, staff, both. Senate agreed that presentation is needed to provide more information on topic.

V. Action Items

A. Assessment Forms

- Motion to approve Assessment form with suggested changes by Geno. Second by Breanna. Motion Carried.

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

Faculty Handbook bylaws

Email will be sent out prior to meeting for suggestions/requests

VII. Adjournment

Motion to adjourn at 5:06 by Kimberly. Second by Sierra. Motion Carried.