



**Luna Community College
Shared Governance Council
Regular Meeting
July 11, 2018**

Minutes

I. Call meeting to order and establish a quorum

July 11, 2018 @ 2:07pm

II. Roll Call

Present:

Amanda Ortiz, Chair
Kenneth Bachicha, Co-Chair
Joseph Salas, Member
Dr. Rolando Rael, Member
Geno Castillo, Member
Evelyn Montoya, Member

Not Present:

Amanda Lucero, Liaison

III. Proposed Changes and Approval of the Agenda

Geno C. made a motion to approve agenda and Joseph S. seconded the motion. All approved, motion carried.

IV. Approval of Minutes: April 24, May 23, and June 13, 2018

Dr. Rael motioned to approve the minutes with minor changes for April 24, 2018 and Kenneth B. seconded the motion. All approved, motion carried.

Joseph S. requested to make minor changes to the minutes. Geno C. motioned to approve the minutes for May 23, 2018 and Evelyn M. seconded the motion. All approved, motion carried.

Evelyn motioned to approve the minutes for June 13, 2018 with minor changes and Kenneth B. seconded the motion. All approved, motion carried.

V. Senates & Academic Leadership Updates

Faculty Senates

Kenneth B. informed the members that Faculty Senate had not met.

Academic Leadership

Dr. Rael informed the members that they have not met with Academic Leadership but met as directors with regards to advising and asked to prepare End-of-Year Reports requiring a lot of data gathering. Dr. Rael mentioned that he had a concern with validating the data.

Dr. Rael informed the members of discussion to offer evening courses that could lead to a degree or certificate.

Staff Senate

Amanda O. informed the members that they are working on a survey that will be sent out regarding employee recognition, moral building, salary parity and picnics and other items.

Amanda O. informed the members that she has been in contact with Amanda Lucero, who assisted with the preparation of a Community Board Advisory Committee with the School of Business, to seek input on how Staff Senate can assist in the community involvement aspects for HLC criteria that related to advisory boards.

Amanda O. informed the members that she had a good response to the Salary Parity FAQs. She told the members that she sent the responses to the President so that he can respond to the survey.

VI. Discussion Items

a. SGC By-Laws

Amanda O. informed the members that the SGC By-Laws were approved by the president with no changes requested.

b. Naming of College Facilities Policy Survey

Kenneth B. informed the members that there were 38 responses for the survey. He said that there were eleven (11) faculty, seventeen (17) staff, nine (9) students and one (1) that fell under academic leadership. Kenneth B. said that he wants to gather the information on a Word document and share with SGC for review and present to the Board of Trustee during their regular meeting.

c. Policy and Procedure Review Request Form

Amanda O. informed that she had combined both Evelyn M. and Dr. Rael's policy ideas to make one Policy and Procedure Request Form. There was discussion as to how the request form should be submitted for review and approval.

d. SGC's Role in Campus Life

Joseph S. discussed with the members of possibly getting more involved in attending other meetings to update the Luna staff and students of all activities to include Shared Governance Council meetings and other activities. Amanda O. informed the members that Staff Senate wants to put notice of meeting in the Luna Light.

VII. Action Items

a. Naming of College Facilities Policy Survey

Kenneth B. made the motion to submit the data to the members of SGC on Friday afternoon and upon receiving and reviewing the data, he be permitted to forward the information to the President. Geno C. seconded the motion. All approved, motion carried.

b. Policy & Procedure Review Request Form

Kenneth B. made the motion to adopt the Policy & Procedure Review Request Form with revisions and Dr. Rael seconded the motion. All approved, motion carried.

VIII. Other

Nothing to discuss

IX. Set date and time of next meeting

Date for next meeting tentatively scheduled for August 8, 2018 @ 2:00pm

X. Adjourn

Geno C. motioned for adjournment and Joseph S. seconded the motion. All approved, motion carried. SGC meeting ended at 3:41pm.