



## MINUTES

Staff Senate  
Regular Meeting  
September 24, 2021  
Friday 1:00 pm Google meet

- I. Establishment of Quorum / Roll Call**  
**Present:** Georgia Baca, Matthew Cordova, Lawrence Vigil, Emily Ulibarri, Shannon Ortiz, Jessica Flores, Raymond Varela, Gloria Pacheco  
**Guest:** Larry Paiz, David Kavanaugh, Karen Wezwick
- II. Call of Meeting to Order:** Quorum established, Chair Baca, calls meeting to order, at 1:02
- III. Approval of Agenda:** Senator Vigil, motions to approve agenda, VC Cordova seconded, Roll call seized, all agree, motion carries, Agenda approved.
- IV. Approval of Minutes:** Regular meeting 9/13/21  
Senator Flores motions to accept minutes, Senator Ortiz seconded, Roll call seized, all agree, motion carries, minutes approved
- V. Public Comments: None**
- VI. Informational / Discussion Items**
  - A. Staff Senator (committee reports):**  
  
**Shared Governance Council:** Chair Vigil, reports on the first meeting with full quorum, the Council is moving forward with bills
  - B. Criterion 5 informational:** Chair Baca, reports meetings should begin soon in preparation for focus visit in February.
  - C. Presentation of draft Faculty/Staff Handbook:** Chair, reports that Senators Ortiz and Varela, are reviewing the handbook, and developing a group of individuals from Faculty and Staff to work together in a worksession with members from Faculty and Staff Senate with Shared Governance Council to work together on revisions and combining the handbook.
  - D. Discussion with concerns on HR processes:** Chair, discusses the concern of staff and faculty, regarding the hiring process within HR. VC Cordova comments that the payroll benefits process is a concern which should be researched, then addressed. VC, suggest that training from HR could help with a better understanding of the deductions, along with other pertinent training.
  - E. Discussion on Professional Development ideas:** Chair, discussion regarding that as SS to bring ideas for the Campus professional development in areas of learning and understanding. VC Cordova, makes a suggestion to have training in areas that are recommended for employees to utilize.

**VII. Unfinished Business / Follow-up Items:** Chair will follow through regarding the items discussed. Also addressed is the HLC committee meeting, Chair calls on VC and Senator Varela to discuss on the meeting held 9-23. VC Cordova, states that discussion was on the facilities master plan.

**VIII. Action Items: None**

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

Next Meeting scheduled 1:00 Fridays (STC) online or/at LCC Cafeteria), (TBA)

**X. Adjournment:** Senator Ortiz, motions to adjourn, Senator Ulibarri, seconded, all agree motion carries at 1:40