



## FACULTY SENATE MINUTES

*Regular Meeting*

*Friday, February 8, 2019,*

*3:00 pm, MEC Atrium*

### **I. Call of Meeting to Order and Establishment of Quorum**

- A. Establishment of Quorum 3:17pm  
Kenneth Bachicha (Chair), Breanna Gould (Vice Chair/Proxy for Kimberly Sena, Allied Health Senator), Sierra Fernandez (Senator/Adjunct), Geno Castillo (Senator/STEM/Business), Sherry Goodyear (Satellite Senator), Linda Salazar, (ex-officio/LRC), Eugene Sandoval (Trades Senator), Daniel Twitchell (Humanities/Early Childhood/Adult Education Senator/Proxy for Sara Vigil, Secretary), (Jessica McGee (Immediate Past Chair), Amanda Lucero (Adm. Assistant Humanities)
- B. Call Meeting to Order at 3:17pm

### **II. Approval of Agenda**

- A. Motion to approve agenda with the addition of Information/Discussion Items H. Assessment & I. Adjunct and Dual Credit Orientation, and addition of Action Item C. Assessment made by Gene Sandoval, Second by Geno Castillo. Motion carried.

### **III. Approval of Minutes from Jan. 11, 2019 Meeting**

- A. Corrections or additions
- B. Vote to approve minutes
  - Motion to approve Jan. 11<sup>th</sup> minutes with suggested changes by Sierra Fernandez, Second by Gene Sandoval. Motion carried.

### **IV. Informational/Discussion Items:**

- A. Reports from all officers & senators:
  - Kenneth Bachicha & Geno Castillo Shared Governance Council: Council discussed Shared Governance policy 1520 to revise certain policy verbiage, and the updating of Shared Governance objectives. Student Gov't provided an update on their current goals to address the food service issue, as well as the opening of the game room. Academic Leadership Committee was discussed in efforts to help clarify their attendance, meeting times, membership, etc. Staff Advisory Senate provided update on their preparations for the HLC site visit. It was also mentioned that Dr. Lalla was selected to serve as acting interim president beginning Feb. 11<sup>th</sup>.
  - Gene Sandoval Senator of Trades: Department is working on inputting data into WEAVE, and is still in need of adjunct instructors. Jessica: Academic 3yr plans are being developed, as well as plans for updating facilities, tools, and equipment in department.
  - Sierra Fernandez Senator of Associate Members: There has been little feedback from adjuncts. Some directors have forwarded contact information for adjuncts to Sierra.
  - Geno Castillo Senator of STEM and Business: (Business) Brenda

Wagoner will attend NMHEAR, and Leticia Griego will attend ACBSP conference in Austin on Feb. 27<sup>th</sup>- March 3<sup>rd</sup>. (STEM) Faculty member Nichole Collins and student Jessica Weber presented for STEM day in Santa Rosa. Many faculty members will be attending NMHEAR. Faculty member Geno Castillo will be attending Transfer day at New Mexico Tech, and encourages students to attend. Kenneth: mentioned that faculty who attend conferences need to be prepared and willing to disseminate any information gained to the college, and this may include presenting during in-service week.

- Sherry Goodyear Satellite Senator: Attendance at Springer site is up, largely because Math courses are being transmitted to site. Sherry discussed that our region union representative is Ignacio Sanchez, but it has been difficult to contact him, however, he did indicate that they would send a representative to campus.
  - Linda Salazar Senator Ex Officio, Learning Resource Center: Library now carries discipline specific magazines and are available for pickup from instructors. Kenneth: can library purchase textbooks for library loan? Linda: textbooks cannot be purchased, but other types of books can.
  - Kimberly Sena Senator of Allied Health Sciences and Nursing (Proxy Breanna Gould): Nursing students will be attending Nurses Day at the state capital in a couple weeks. Blood drive was a success with 18 participants. Dental Assistant Recognition Week will be the first week of March. Allied Health rolled out new interactive technology to students, which was provided by the nursing department.
  - Daniel Twitchell Senator of Humanities, ABE, Education: Representatives from Early Childhood & Humanities will attend General Education conference in San Francisco next week. Director Brenda Ortega expressed concern with the tested experience policy, since she has been struggling to find instructors for Early Childhood Education. Discussion ensued on how this policy is used more commonly in Trades Department, and teaching does not constitute tested experience.
- B. Bookstore: Bookstore Committee was established and requested a meeting with bookstore managers due to several concerns from faculty about recent bookstore dealings and the impacts this is having on students, however, meeting fell through and it was suggested that the committee was not needed, only small meetings with bookstore and specific directors. Bookstore was invited to FS, but they will not be able to attend. Discussion ensued on issues and possible solutions including department budget review for bookstore.
- C. Welcoming Committee-Amanda Lucero: Tasked with preparing new employees to work at Luna. The introduction of Luna staff is largely worked out, but the introduction of Faculty, Adjuncts, dual credit instructors needs assistance. Any suggestions for this process should be reported to the Welcoming Committee.
- D. Athletes Progress Reports-Registrar Henrietta Romero: Met with Athletics Department to discuss grade progress reports, due to the questions/concerns brought up by faculty. Grade reports are required by NJCAA for compliance. It was determined that Softball & Baseball need to have one universal form, which will be prefilled out with course names, student names, ID numbers, and Instructors.

- E. Faculty Senate Standing Committee Membership: There are 3 standing committees in Faculty Senate, all but Curriculum Committee needs membership. Election Committee needs one more member. Sierra Fernandez volunteered to assist Sara Vigil in this committee. Professional Development needs initial membership to develop committee further. Possible changes to PD committee include the duty of members to seek out possible Professional Committee opportunities for faculty. Geno Castillo volunteered to participate in PD Committee.
- F. HLC: Kenneth and Amanda Ortiz were asked to work on sections of the assurance argument that must be submitted to HLC in a couple days. They specifically worked on areas that dealt with Shared Governance. HLC is asking for PDF file of all Faculty Senate minutes.
- G. Presidential Search: In the past week Luna held Presidential Candidates Forums for the remaining 4 candidates. Some questions were raised as to why the forums were not recorded and released or live streamed. It was explained that they were not live streamed due to having an in-house candidate, which could have served as an unfair advantage for the candidate to be able to have access to interview questions, before his interview. However, due to IT technical difficulties they were not able to be recorded and released at a later date.
- H. Assessment- Weave Software & Susan Wood Training: It was discussed that faculty wanted to maintain using WEAVE software, so the VP could factor cost into upcoming budget. In March Susan Wood from QM, Dona Ana Community College, & NMHEAR will visit campus to review program assessments and provide recommendations for improvement to faculty and directors.
- I. Dual Credit & Adjunct Orientations: Sherry encountered several issues with adjuncts and dual credit instructors being provided with the appropriate materials and information needed to effectively transition to LCC. It is recommended that adjuncts be provided with a checklist of all the things they need to do, as well as information on how to do these things. It was also discussed on how a pre-contract may be helpful to ensure that instructors are aware of the functioning of the college and their role.

#### **V. Action Items**

- A. Athletes Progress Reports
  - Motion to approve revised Athletes Progress Reports by Breanna Gould (proxy for Kimberly Sena), Second by Sherry. Motion Carried.
- B. Faculty Senate Standing Committee Membership
  - Motion to approve membership of Sierra Fernandez to Election Committee & membership of Geno Castillo to Professional Development Committee by Sherry, Second by Geno. Motion Carried.
- C. Assessment- Weave Software & Susan Wood Training
  - Motion to continue utilization of WEAVE software and the approval of Susan Wood's visit to LCC for program assessment review assistance by Sherry, second by Breanna Gould (proxy for Kim Sena). Motion Carried.

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

- A. Faculty Workload by Rank
- B. Assigning of committee work review

#### **VII. Adjournment**

- A. Motion to adjourn at 5:19pm by Sierra, Second from Gene. Motion Carried.