



Minutes

Faculty Senate Regular Meeting

Friday, August 22, 2025

1:00-2:00 PM on Google Meet

Meeting link: <https://meet.google.com/ptq-vjpo-yxk>

- I. Establishment of Quorum: Mari Hill, Kevin Williams, Nichole Collins, Gene Martinez, Linda Salazar, Chantel Rivera, and Billie Mathews
- II. Call of Meeting to Order: Meeting was called to order at 1:01 p.m. by Mari Hill.
- III. Approval of Agenda: Nichole Collins moved to approve the agenda. Gene Martinez seconded. Agenda was approved unanimously.
- IV. Approval of Minutes from August 15 Meeting: Minutes were read. A motion to approve minutes was made by Linda Salazar and seconded by Chantel Rivera. Minutes of August 15, 2025 meeting were approved unanimously.
- V. Welcome of Guests/Public Comment (3 minutes per person): No guests were present.
- VI. Information/Discussion Items:
 - A. Senator Reports
 1. Mari Hill (Education Senator, Senate Chair) – Things have been busy in the Education Department. They opened new section of Curriculum class due to size.
 2. Gene Martinez (CTE Senator, Vice Chair) – Due to enrollment demand Gene was asked to open up a couple of new sections, but he said no. He has a waiting list for Spring. With Dual Credit numbers are 20 from West, 8 from Robertson, and 8 from Cimarron.
 3. Kevin Williams (Associates Senator, Secretary) – No present communication from adjuncts. Everyone must be busy getting the semester going.
 4. Billie Mathews (Humanities Senator, Immediate Past Chair) – It's been a challenge not having students disenrolled. She changed the cap on one of her courses to allow more students. She was able to save a course from being canceled due to student accommodations. Students seem to prefer asynchronous classes even though in-person classes show more student success. Billie said that the Shared Governance Council will meet next week. Mari mentioned her success with hybrid classes rather than asynchronous classes in helping students be more responsible for getting work turned in.

5. Nichole Collins (STEM/Assessment Senator) – Nichole reported that the STEM Department met with Dr. Romero and all department faculty were there. An interim department director will be named next week. In Assessment, program learning outcomes are going to be reviewed and worked on by all faculty. Some courses have been canceled due to low enrollment (2 calculus classes and 1 trig class). Some canceled classes are upper level. Highland University is cancelling due to low student enrollment, too. This is unfortunate for students. Some classes may transition to second 8-week courses. Nichole pointed out that, in talking with others, it was mentioned that we should get accustomed to never cancelling courses. The bigger picture is that positions need to exist in order to build programs/enrollment.
6. Chantel Rivera (Allied Health/Nursing Senator) – Nothing to report at this time.
7. Linda Salazar (Ex Officio/LRC) – Nothing new to report from the library. SIS in Workday takes up most of her time with many meetings.

B. Standing Committee Reports

1. Professional Development Committee - The Faculty Senate will start planning for January in-service next week. It was suggested that due to HLC preparation, we should only plan what is necessary to function.
2. Curriculum Committee - The Curriculum Committee will be meeting Sept. 4 at 1:00. Invitations went out asking Directors to be there, Financial Aid to be there, and Student Services to be there. Directors are being asked to meet with faculty to review learning outcomes between now and April and have them redone. They need to be concise and measurable. The committee plans on developing procedure and process manuals for continuity.

C. Discussion Items

1. Faculty Handbook (Any news, response to emails?) - Mari Hill emailed Dr. Romero about the Faculty Handbook and was sent a link to what is presently available. She will forward the link to the Faculty Senate. As for availability of funds for Faculty Senate, she was referred to Sharise, but has had no reply at this time. Gene Martinez mentioned the proposed revisions to the Faculty Handbook that were done by the Faculty Senate several sessions ago. Nichole Collins mentioned that Dr. Linder headed the Shared Governance Council at that time and may have access to the revisions. Gene Martinez made a motion to table the Faculty Handbook discussion. Linda Salazar seconded the motion and it passed unanimously.
2. Coffee Connect revamped (Two virtual meetings a semester, and one event hosted by faculty senate) - Mari Hill presented a new "Coffee Connects" model that consists of two virtual meetings per semester (one prior to the September 12 Faculty Senate meeting and one prior to the October 10 Faculty Senate meeting) , and one event hosted by the Faculty Senate to be

held the week prior to finals (date TBD). Gene Martinez mentioned that it could be a recruitment opportunity by involving students and faculty.

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Collins mentioned that “Coffee Connects” was a way for the faculty to interact.

3. Additional Items? Nichole Collins said that CLOA presentations may be implemented again in the future, as well as PLOA presentations. Kevin Williams stated that CLOA presentations would be good professional development activities for January in-service.

VII. Action Items:

Vote to approve the “new” coffee connects model, and set dates - Kevin Williams made a motion to accept the “Coffee Connects” proposal and dates. It was seconded by Gene Martinez and passed unanimously.

VIII. New or Follow-up Items for Next Meeting’s Agenda: Faculty Handbook will be discussed.

IX. Next Regular Meeting: September 12, 2025, at 1:00 p.m.

X. Adjournment: Gene Martinez moved to adjourn. His motion was seconded by Nichole Collins, and passed unanimously. Mari Hill adjourned the meeting at 1:56 p.m.