



**Luna Community College
Staff Advisory Senate
Work Session (ctd. from 21st)
Nov. 25, 2019 @ 2:00 p.m.
Student Services Board Room**

MINUTES

- I. The meeting was called to order, as quorum was established at 2:00p.m.**
- II. Present**—Lawrence Vigil, Jessica Flores, Francina Martinez, Amanda Lucero, June Lopez, Georgia Baca and Karen Wezwick. Gloria Pacheco was excused. **Guest** in attendance was Dr. Rael, President of LCC
- III. Discussion**

This meeting is a continuation of the meeting from Nov. 21st, where SAS adjourned to await clarification from Dr. Rael on exactly what is expected from Staff Advisory Senate, now that we have a new President.

President Rael's responses: (paraphrased, unless in quotes)

- You all are “the voice--if you will—of Staff” here at Luna.
- You should begin your charge by doing a comprehensive review of the Staff & Faculty Handbook(s) to make policies more relevant to now.
 - I.e.: Disciplinary Action in regards to STAFF
 - Then, for faculty handbook--look at it for them
 - Look at Longevity, Termination
- Other topics to look at (look for problems/solution):
 - Dress Code
 - Social Media
 - Postings
 - Hiring Process
- On the Campus Climate Survey: Help address issues that were identified.
- Policy, as pertaining to Faculty, Staff, Board, Students, etc.: make sure is fair to everybody, and “make sure we follow whatever policies and procedures we need to.”
- HLC—make sure all our t's are crossed, and I's dotted.

As to the get-together coming in December, just take religion out of it. It is a morale builder, pick-me-up—keep it that. Make it a workshop, a team building work session, make an agenda of future plans, updates, etc.

Pres. Rael expressed his guidelines for his decision-making: “Make sure whatever I decide is good for the institution as a whole.” He stated that if it damages the institution, it damages all of us, and make constituents understand that whatever is decided, it considers **all** involved. He stated that the board is responsible for the final decision, not us. Dr. Rael excused himself at 2:40p.m., as all the questions posed to him were addressed.

IV. Other Business—

- a. **Pins**—were ordered as of this morning, per Amanda Lucero.
- b. There will be ample opportunity to help, as we will plan to set up Tuesday, have the event Wednesday, and break down Thursday (thus removing the full burden from Facilities workers). We should get a sound system set up for the event.

V. Date and time of next meeting—Jan 9th, at 9:00 am, at SSC Board room.

VI. Adjournment was motioned by Georgia, seconded by Karen; Motion carried, meeting adjourned at **2:59 p.m.**

Minutes by K. Wezwick, Sec/Treas.