



**Luna Community College  
Staff Advisory Senate  
Special Meeting  
Feb. 13<sup>th</sup> @ 5:00 p.m.  
Dept. of Finance**

**Minutes**

**I. Call meeting to order and establish a quorum**

- A quorum was established and the meeting was called to order by President Amanda Ortiz at 5:13 p.m.

**II. Roll Call**

- In attendance: President Amanda Ortiz, Vice President Evelyn Montoya, Secretary/Treasurer Gabrielle Griego, Member Cynthia Branch (recognized at 5:31 p.m), Member Melissa Cordova, Member Francina Martinez, and Member Karen Wezwick.

**III. Approval of the Agenda**

- A motion was made by Gabrielle Griego and seconded by Karen Wezwick to approve February 13, 2019 agenda with no changes. Motion approved.

**IV. HLC Criteria 5 Forum Preparation**

- Staff Senate is tasked with hosting a forum to present pertinent information about Criteria 5 before Luna's HLC visit at the end of March.
- March 1<sup>st</sup> will be the date of the forum for Criteria 5, to be held once in the morning (10:00 a.m. – 12:00 p.m.) and once in the afternoon (2:00 p.m. – 4:00 p.m.) in the Allied Health Nursing Auditorium.

**V. Other Business**

- No other business to be discussed.

**VI. Adjourn**

- A motion to adjourn meeting was made by Gabrielle Griego and seconded by Evelyn Montoya. Motion approved. Meeting adjourned at 6:15 p.m.