



MINUTES
Staff Senate
Regular Meeting
October 11, 2021
Monday 1:00 pm Google meet

- I. Establishment of Quorum / Roll Call**
Present: Georgia Baca, Emily Ulibarri, Jessica Flores, Shannon Ortiz, Raymond Varela, Absent: Matthew Cordova, Lawrence Vigil, Gloria Pacheco
Guest: Ida Valdez, Patricia Trujillo, Hartshorne, Sergio
- II. Call of Meeting to Order:** Quorum established, Chair Baca, calls meeting to order, at 1:03
- III. Approval of Agenda:** Senator Ulibarri, motions to approve agenda, Senator Flores seconded, Roll call seized, all agree, motion carries, Agenda approved.
- IV. Approval of Minutes:** Regular meeting 10/4/21
Senator Flores, motions to approve agenda, Senator Ortiz seconded, Roll call seized, all agree, motion carries, Agenda approved.
- V. Public Comments:** Written comment to be presented
Public Comment by anonymous staff member submitted a written document to SS, with a concern, (based on hearsay- non-factual), regarding the LCC hiring process.
- VI. Informational / Discussion Items**
 - A. Staff Senator (committee reports):**
SS Chair Baca reports for SG committee, on behalf of the Chair, (not present), stating that SGC will be reporting this week to the BOT, items that will be included in the handbook. Student Senate, have a full committee of members, who will be presenting to SGC their new ideas.

SS Chair, reports on HLC meeting held last week, in preparation for site visit.
 - B. February 2022 HLC Focus visit preparation:**
SS Chair, discusses the meeting, which entailed the set up planning committees such as, Strategic plan, Facilities Master plan committee, Sustainability committee, R and C committee, Academics and Assessment committee, to help prepare for HLC visit.
 - C. Draft Faculty/Staff Handbook feedback development**
Chair Baca discusses the Faculty/Staff Handbook process, currently in draft format ready for presentation of approval.
 - D. Employee HR concerns feedback-response**
Chair Baca, addresses that concerns brought forth to SS, Chair and VC met with HR regarding concerns. Question regarding deductions was discussed, HR will send out the information on the LCC web page and they will send out an email, with specifications of location for the information.

Concern regarding voluntary or other means of termination/retirement of employment from Luna what is the final payment process is discussed and satisfactory results, HR is willing to meet in person with individuals who are planning to retire stop employment at LCC.

Concern to HR regarding Professional development, discussion entailed training for new hires, for a better understanding of the Luna Campus, issue remains open for further discussion and resolution.

Chair, discusses the Public Comment by anonymous staff member submitted a written document to SS, with a concern, (based on hearsay- non-factual), regarding the LCC hiring process.

E. Staff Senate Halloween Activity:

Chair comments, on Halloween activity, lead by Senator Varela and Senator Ortiz, regarding the creation of the Halloween flyer.

VII. Unfinished Business / Follow-up Items: None

VIII. Action Items: None

IX. New or Follow-up Items for next meeting: None

Next Meeting scheduled via Google meet (TBA) (Tentatively weekly or biweekly according to COVID-19 concerns)

X. Adjournment: Senator Ulibarri, motions to adjourn, Senator Ortiz seconded, Roll call seized, all agree, motion carries, Adjournment approved meeting ends at 2:10