



**Shared Governance Committee  
Regular Meeting MINUTES**

September 1, 2021

11:00 am – online/virtually

- I. **Establishment of Quorum** occurred with Georgia Baca, Lawrence Vigil, Sherry Goodyear and Gene Sandoval **present**. **Absent:** Kim Baca; **Guests in attendance:** Karen Wezwick, Gloria Pacheco, Francina Martinez & Maxine Hughes.
- II. **Call of Meeting to Order** occurred at 11:05, by Chair Vigil. Roll call was done, Kim Baca absent.
- III. **Approval of Agenda**—Gene Sandoval motioned for the Agenda be adopted, Sherry Goodyear 2<sup>nd</sup>, roll call vote, motion passed.
- IV. **Approval of Minutes**  
Minutes for Shared Governance Meetings that were held on Dec. 11, 2020, March 5, 2021, and April 9, 2021 were presented for approval. With no discussion, Georgia Baca motioned they all be accepted as is, Sherry Goodyear 2<sup>nd</sup>, roll call vote, and motion passed.
- V. **Public Comments**—there were no comments.
- VI. **Informational/Discussion Items**
  - A. **Nominations of Vice Chair**—floor was opened for nominations for Vice Chair of Shared Governance. Georgia Baca nominated Eugene “Gene” Sandoval. No other nominations were offered.
  - B. **Discussion of Minute Taker**—Karen Wezwick accepted the responsibility, and Gloria Pacheco agreed to be alternate, if Karen is not available.
  - C. **Senate/Leadership Reports**
    - a. **Faculty Senate—Report by Sherry Goodyear**--Met twice, last Friday, & the Friday before--want to get a process in place for safety procedures that are clearer; Also, they want an Ad Hoc PDP Committee created each term for the planning of In-Services, so that no one person is responsible for all of that alone. They (FS) will create a bill for processing for both concerns. Most importantly—there **needs** to be a security report filed, so that the process is **ABLE** to be moved to the next level. A bit more discussion brought a suggestion to bring the Student Service Advisors into the conversation, to clarify processes from their point of view, and to help figure out what processes need to be in place, and how they need to be documented. Also to be included in the conversation will be Matt Griego, Life Safety Manager.
    - b. **Staff Senate—Report by Georgia Baca**--Met on the 20<sup>th</sup>, Members are requested with reporting to/about the committees that they are serving on. HLC visit will be concentrated on Criterion 5, so we should become more familiar with what that entails. Also, Several Senators will be working on a bill for amending the salary parity schedule, because as it now is, Directors cannot give their Office Managers/Administrative Assistants raises.
  - D. **Grievance Process Form revision – Staff Senate report by Georgia Baca** presented the **Grievance Policy Form**, that was prepared by a previous Staff Senate, and approved, that will be voted on to be added as an appendix to the Policy Manual—there are no changes in the actual policy.

- E. **BOT process/ reporting—Chair Vigil** reported that in an effort to shorten the Board Meetings, only one reporter will be recognized by the Board, to report for all the Senates, and that person is the Chair of Shared Governance Council—Lawrence Vigil.

**VII. Action items:**

- A. Georgia motioned, Gene seconded, to adopt the **Grievance Resolution Process**. After roll call vote, motion passed
- B. **Election of Vice Chair**—Gene Sandoval was nominated earlier by Georgia Baca, and now 2<sup>nd</sup> by Sherry Goodyear. Upon acceptance, Gene was nominated, with roll call votes.

**VIII. New or Unfinished / Follow-up Items for Next Meeting's Agenda**

- Follow-up on Safety Process, inviting Renee Maestas, Cindy Branch, and Matt Griego
- Sick Leave policy—raise the cap of what one is able to accrue higher amount—1500 hrs.
- Along the same line—sick leave donations that are not allotted to the designee are not returned to the donor, or set aside to a designated place—maybe a Sick Leave Bank.
- Follow-up discussion about modifications on current Shared Governance Model.

**IX. Adjournment**

Next regular Meeting tentatively: Wed., September 8, 2021, 11:00 am.

Chair called for a motion to adjourn, Sherry Goodyear did so, Georgia Baca and Gene Sandoval 2<sup>nd</sup>, roll call vote, meeting adjourned at 12:18pm.