



**Shared Governance Committee
Regular Meeting MINUTES**

October 6, 2021

1:00 pm – online/virtually

- I. **Establishment of Quorum**—occurred at 1:04pm. Georgia Baca, Lawrence Vigil, Angelica Montanez, Emma George & guest-Kim Baca (the Student Gov. advisor) were all **present**. **Absent:** Brenda Ortega and Sherry Goodyear. **Guest** in attendance was Karen Wezwick, taking minutes.
- II. **Call of Meeting to Order**—at 1:06 p.m., by Chair Vigil.
- III. **Approval of Agenda**—Gene Sandoval motioned the agenda be accepted, Georgia Baca 2nd, roll call vote—motion passed.
- IV. **Approval of Minutes**—The minutes of Sept 1, 2021 were presented for approval, Gene Sandoval motioned the minutes be accepted, Georgia Baca 2nd, roll call vote—motion passed.
- V. **Public Comments**—there were no public comments
- VI. **Informational/Discussion Items-**
 - A. Senate/Leadership Reports-
 - HLC Team**—report by Georgia Baca—focused visit will be happening in Feb. Update memory on Sh. Governance-review website for info.
 - 1. **Staff Senate**—report by Georgia Baca—Staff and Faculty Senates will be getting together to merge/meld their separate Handbooks into one for all employees. A committee will be set up to facilitate this in a timelier manner. Also, SS is looking to HR for clarification on Pay Policies and separation pay has not been what employees expected—SS wants to look into this, maybe bring a bill to Shared Gov.
 - 2. **Faculty Senate**—report by Gene Sandoval—They need more clarification on COVID Protocol, criteria, and quarantine times that are required—want Matt Griego to decide on processes & issues, and get them posted. Also working on sick leave policy modification, PDP committee for in-service weeks. Held first Coffee Connect, with 4 or 5 joining. Next one will be on the 22nd, at
 - 3. **Student Senate**—report by Angelica Montanez, Student Senate President—welcomed new and returning Senators: Samantha Vigil, Karisma Medina, Jessica Montoya, Emma George was elected to Vice Pres., with Richard Baca elected to Sec./Treas. Position. –Trying to get campus life up and running, as such, outlined several concerns and observations thus far: Wasps in gazebos; Game Room not open & Playground being locked, Coffee Shop closed, they would like to be included in parade invitations, want more communication, so they feel more a part of what is going on. They also want to see more up-to-date postings and pictures on the website, some “happenings” flyers posted around campus, on Facebook and Instagram. Student Senate is planning to sponsor a Trunk-Or-Treat for their Community Outreach, and is asking for participation from all. They are also starting up their Annual Food & Coat Drive, and will be placing boxes around campus for all to be able to donate into.
 - B. **Grievance Process**—Georgia Baca noted how the Grievance Process is not clear, and how a new Form was created to make the process easy to understand, and Chair Vigil will be taking that form on to the President for his approval before requesting it be added as an Appendix to our Handbook.

- C. **Criterion 5**—Georgia Baca stated how HLC team is focusing more on Criterion 5 for the upcoming visit in February, and how all Staff need to be more aware of what they need to know, so they can respond correctly, if asked questions during that visit.
- D. **HR Processes/concerns**—Chair Vigil noted how employees have observed how checks are not consistent, and that they are having to pay balances for which they were not aware.
- E. **Faculty/Staff Handbook**—discussed joining faculty and staff to make the handbooks one.
- F. **Bills from past**—Chair discussed how bills from the past were uncovered in a previous Sh.Gov. Chair’s office, and some are still not closed. Since there was a major gap in the processes, he will be giving all the open bills back to their origin, so that they can be re-introduced and pushed through the current governing bodies.
- G. There was discussion about vending machines and/or trucks to be invited up throughout the week, maybe rotating so none is left out, or given priority.

VII. Action items—There were no action items for this meeting

VIII. New or Unfinished / Follow-up Items for Next Meeting’s Agenda—

IX. Adjournment

Georgia Baca motioned for adjournment, and Gene Sandoval seconded. After roll call vote, meeting adjourned at 2:03p.m. Next meeting is *tentatively* scheduled for Wed., Oct. 13, 2021, at 8:30 a.m.

Lawrence Vigil	Georgia Baca	Gene Sandoval	Sherry Goodyear	Angelica Montanez	Emma George	Brenda Ortega	vacant
Staff Senate	Staff Senate	Faculty Senate	Faculty Senate	Student Senate	Student Senate	Academic Leadership	Academic Leadership
Present	Present	Present	Absent	Present	Present	Absent	vacant

Minutes were approved at the Oct. 22 meeting with the work “tentatively” added.