



MINUTES
Faculty Senate Regular Meeting

January 24th, 2020
2:00pm, Shared Governance
Suite, GS-104

I. Establishment of Quorum:

Seven of 10 voting members present. Individuals present are Breanna Gould (Chair), Jason Killian (Secretary), Larry Fields (Senator, Humanities, Adult Basic Ed. and Early Education), Kim Baca (Senator of Associate Members) Jackie Romero-Arguello (Senator of Allied Health Services and Nursing), Rachael Lucero (Senator of STEM and Business) and Linda Salazar (Senator ex-officio/LRC).

Call of Meeting to Order:

1:06pm.

II. Approval of Agenda:

Add open bills 2020-01-24.01 through 2020-01-24.08 to agenda, 8 bills in total. Motion to add bills made by Breanna, second by Jackie. Motion carries. Motion to approve the agenda as modified made by Larry and second by Kim. Motion carries.

III. Approval of Minutes Regular Meeting (11-08-2019 and 1210-2019.)

Motion to approve minutes with minor corrections for grammar made by Jackie, second by Larry. Motion carries.

IV. Informational/Discussion Items

A. Report from Senators:

Jackie Romero Arguello- Senator of Allied Health Sciences and Nursing: Discussed the Institutional Safety Plan with Lita Bernal about the role of Allied Health in the LCC Safety Plan. The current Institutional safety plan is over 10 years old. It is unclear who is responsible for overseeing the Institutional safety plan. Campus Safety sent out an email asking departments to review their own safety plans. There is a question if each building has items like a first aid and AED unit. Every staff member should be CPR/First Aid certified. It was suggested that this issue become an open bill for shared governance.

Larry Fields- Senator of Humanities, Adult Basic Ed. and Early Childhood: Larry was able to get the current policy for the tuition waiver used at LCC from the HR department. However, it is unclear where this policy came from. It is unclear who at LCC tracks the number of individuals who utilize this policy. Currently, faculty who have worked at Luna for more than 15 years but have not retired from the institution cannot utilize this policy. There are no restrictions on individuals using this program. As it is unclear where exactly this policy is located, Breanna is currently looking at software that will help manage the storage of policies.

Louie Plagge- Senator of Trades: Absent.

Kim Baca- Senator of Associate Members: Breanna provided an update regarding the adjunct office spaces. The desks are small and difficult to use. The issue is currently being addressed.

Rachel Lucero- Senator of STEM and Business: Nothing to report.

Patricia Kuhlman- Senator of Satellites: Absent due to weather.

Linda Salazar- Senator Ex Officio, Learning Resource Center: Nothing new to report.

B. Food Survey:

Matter should be tabled indefinitely. The issue has been raised by recruitment and Student Senate and will reach faculty senate through the shared governance pipeline. Motion made by Jackie, Second by Larry. Motion carries

C. Assessment Follow-up:

Assessment is currently reviewing the campus goals and addressing the issue of the goals being unmeasurable. Dr. Patterson has an academic calendar ready for presentation to Assessment next week.

D. On-Boarding/Mandatory Training Follow Up:

Safe College has been shared with Shared Governance. The president has been approached to see a quote is wanted at this time.

E. Professional Development (PD) Follow-up:

Brenna met with Donna Flores January 13th. Years ago, each department had a separate code for PD. The codes used today are different in the Financial Office. Travel is now coded to a separate pool of money that each department uses. A code will only state what the item is used for, not who used it or if it was for PD or some other reason. With the new strategic plan, directors should be recording these expenses. In prior years, this system was in place. This should be tied into the strategic plan.

F. Bylaws

Discussed a possible revision to approve minutes and form a quorum electronically via email.

G. Campus Climate Survey Follow-up:

Still in a draft form. Matt Bowie is looking at creating a Google form that will collect survey results anonymously. In addition, a paper format is needed. A question regarding how individuals feel about the board needs added. At the board meeting on January 15th, it was expressed that staff feel safe when the Board stays out of the day to day operation

H. Director Evaluations:

Director evaluations are part of the Faculty Handbook and needs to be done. However, several versions of the faculty handbook exist, making it unclear what policies are valid.

V. Open Bills:

2020-01-24.01 (Updating the Strategic Plan)

The Mission statement was seen as a slogan by Assessment Committee. Using the current Vision statement, Assessment is looking at creating a more accurate mission statement that explains why we do things, provides outcomes, and is forward looking. To make the Mission Statement more inclusive, the Assessment Committee recommends shifting the phrasing from “students” to “learners”. The proposed mission statement reads, “Our vision is to play a critical role in providing access to guiding education, learning-centered training and mentoring to empower our community for the 21st century and beyond. “

Assessment will continue to solicit feedback from the community regarding this mission statement.

The strategic plan could be sent out in pieces, with each goal reviewed on its own to avoid overwhelming individuals reviewing the plan. This process shows how we are addressing concerns with transparency and feedback.

2020-01-24.02 (Classroom Review of Full Time Faculty)

Faculty to be reviewed at least once per annual year. Directors are to perform the evaluations. Bill to be forwarded to Assessment Committee.

2020-01-24.03 (FT Faculty Teaching Experience)

Tabled due to time.

2020-01-24.04 (Classroom Review for Adjuncts)

Tabled due to time. Bill to be forwarded to Assessment Committee.

2020-01-24.05 (Academic Suspension)

Tabled due to time.

2020-01-24.06 (Professional/Teaching Experience Equivalency Rubric)

Tabled due to time.

2020-01-24.07 (Recurrent Faculty/Staff Training)

Tabled due to time.

2020-01-24.08 (Degree Audit System).

Tabled due to time.

VI. Action Items:

No action items.

New or Follow-up Items for Next Meeting's Agenda

A. Bylaws

B. Campus Climate Survey

C. Bills 2020-01-24.02 through 2020-01-24.08.

VII. Adjournment

Motion to adjourn made by Rachael, second by Jackie.

Motion carries. Adjourned at 2:34pm.