



MINUTES

Regular Meeting

Friday, January 11, 2019,

2:30 pm, MEC Atrium

I. Call of Meeting to Order and Establishment of Quorum

- A. Establishment of Quorum at 9:11am
Kenneth Bachicha (Chair), Breanna Gould (Vice Chair), Sara Vigil (Secretary), Sierra Fernandez (Senator/Adjunct), Geno Castillo (Senator/STEM/Business), Kimberly Sena (Allied Health Senator), Sherry Goodyear (Satellite Senator), Linda Salazar, (ex-officio/LRC), Eugene Sandoval (Trades Senator), Rick Baca (Humanities Faculty), Leticia Griego (Business Faculty), Susan Grohman (Nursing Faculty)
- B. Call Meeting to Order at 2:35pm

II. Approval of Agenda

- A. Motion to approve agenda with the rearrangement of senator reports by Gene, Second by Geno. Motion Carried.

III. Approval of Minutes from Nov. 9, 2018 & Dec. 13, 2018 Meetings

- A. Corrections or additions
- B. Vote to approve minutes
 - Motion to approve Nov. 9th minutes with suggested changes by Breanna, Second by Sierra. Motion Carried.

IV. Informational/Discussion Items:

- A. Reports from all senators:
 - Kimberly Sena Senator of Allied Health Sciences and Nursing-1 student is implementing the LPN mobility plan. There will be a blood drive on Feb. 1st from 9:30-3:30. Dental is experiencing some difficulties with classes and hosting dental appreciation day due to the delay of tile repair that is taking up half of the main classroom. Instructors are having issues with receiving adequate teaching credit acknowledgement, which is not in line with other colleges policies.
 - Kenneth Bachicha & Geno Castillo Shared Governance Council-SGC meeting was posted on the in-service week schedule to increase attendance at these meetings. Kenneth is reporting FS happenings to SGC to ensure transparency. Toy drive was a success.
Geno-Attend SGC to know what is happening at all levels of the college, and ensure rotation of members as terms expire.
 - Gene Sandoval Senator of Trades- Adjuncts are still needed in various areas in the Trades Dept.
 - Sierra Fernandez Senator of Associate Members- In efforts to reach more adjunct faculty, she sent an email to directors across campus to forward her information to adjuncts.
 - Geno Castillo Senator of STEM and Business-ACE Lab schedule has been completed and tutors will be providing introductions to

classes during the 1st week of classes.

Leticia- Business Dept. presented capstone course to Curriculum Committee, which was approved.

- Sherry Goodyear Satellite Senator-Still has not heard much from other satellites, but springer campus is busy registering students for classes.
 - Linda Salazar Senator Ex Officio, Learning Resource Center –not present during report.
 - Daniel Twitchell Senator of Humanities, Adult Basic Ed., Early Childhood (Proxy Sara)- Adult Education wants to be in charge of developmental courses to speed up course completion and provide a free option for students. In Humanities Rick Baca has been made chief advisor for the department and is available for advisement throughout the week. Two new English Adjuncts were hired for the Spring 2019 semester. Bookstore issues are still largely present, so if others are still experiencing issues, please record and report back.
- B. General Education & Assessment Conference San Francisco- Sara Vigil
- Sara will be attending a GE conference in San Francisco, which will utilize FS funds. Two other participants are needed for this trip, who will help to create a GE plan for LCC (due in summer 2019). Some suggestions for participants were Nathan Baker and Rachel Lucero. Members agreed that this was a good opportunity and a good way to utilize funds.
- C. NMHEAR
- Sierra and Raymond will be attending NMHEAR, since they are presenting. STEM faculty and Susan Grohman will also be attending.
- D. HLC Conference Update- Kenneth Bachicha
- Travel for HLC trip is submitted (\$2,774). Since this trip takes place during a scheduled BOT meeting, Vice Chair Breanna will be attending and reporting for FS.
- E. HLC Site Visit Preparations
- Lots of preparations are taking place for the March 25st-27th HLC site visit, including campus improvements and the search for a meeting room for HLC members.
- F. Faculty Handbook and Guidelines Comparison
- Breanna- Questioned how full-time is calculated and suggested that Faculty needs protection through the creation of handbook policies: faculty should have the right of refusal, overload agreement needs to be created before publishing classes, full-time needs to be 15 credit hours, not 17 hours, large classes (30+) should make full-time 12 hours, and new faculty should have less credit hours. Discussion ensued about how this needs to be addressed ASAP and that the revised handbook needs to address this issue.
- G. Spring 2019 Blackboard Courses
- Many instructors requested Blackboard access prior to Spring 2019 semester, but did not receive access, which prohibited timely course preparation. Discussion ensued on how there

needs to be more support in the IT dept. to help streamline this process.

H. In-service review and feedback

- Kenneth asked for feedback on fall in-service. Faculty had positive experiences and appreciated the time to work on end of semester duties, rather than an overload of trainings.

V. Action Items

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

- Next meeting: February 8th @ 2:30pm
- Bookstore
- Teaching loads

VII. Adjournment

- Motion to adjourn at 4:23pm by Geno, Second by Breanna. Motion Carried.