



## MINUTES

Staff Senate  
Regular Meeting  
October 25, 2021

Monday 10:00am Google meet

- I. Establishment of Quorum / Roll Call**  
**Present:** Georgia Baca, Matthew Cordova, Gloria Pacheco, Shannon Ortiz, Emily Ulibarri, Raymond Varela, **Absent:** Jessica Flores
- II. Call of Meeting to Order:** Quorum established, Chair Baca, calls meeting to order, at 10:02
- III. Approval of Agenda:** Senator Varela, motions to approve agenda with changes, Senator, Ulibarri, seconded, Roll call seized, all agree, motion carries, Agenda approved
- IV. Approval of Minutes** Regular meeting 10/11/21, Tabled
- V. Public Comments: None**
- VI. Informational / Discussion Items**
  - A. Staff Senator (committee reports)**

**SGC:** Senator Baca, reports, regarding the committee will revamp the bill process. The policy handbook was discuss in the meeting along with Academic leadership will begin with election of members.

**R and C:** Senator Varela reports, they are completing the justification of goals and strategies from last strategic plan.

**Strategic Planning:** Senator Varela, discusses, that they are working on SWOT analysis, which has been completed, the Committee is revamping the Mission and Vision of Luna.
  - B. February 2022 HLC Focus visit meeting date confirmed:**

Chair Baca, confirms the HLC visit that is scheduled for January, documentation is due early November to VP of instruction to add additional information.
  - C. Draft Faculty/Staff Handbook feedback development**

Chair reports, she met w/ Chair of Faculty Senate, they are willing to meet next meeting in November on a Friday, to continue with revisions for the handbook. SS and FS agree to meet for work sessions as schedule for Fridays. SS will continue to meet for Regular meetings on Monday's.
  - D. Shared Governance / Staff Senate announcement**

**SGC:** Chair Vigil, has announced to stepdown from SGC, because he is not employed with Luna. SS Chair Baca, advices the position will need to be filled and asking for interested members for nominations.
  - E. Staff Senate Halloween Activity:**

Chair Baca, states that decorations on campus have started. Senator Varela, comments on the scheduled time frame for Wednesday at 9:30 for pictures of the Halloween adornments, which will lead to the TikToc social media platform in correlation with Public Relations individuals.

**VII. Unfinished Business / Follow-up Items: None**

**VIII. Action Items: Tabled for next meeting**

SG/SS announcement response

**IX. New or Follow-up Items for next meeting:**

Next Meeting scheduled via Google meet Friday November 5, 2021 (Tentatively weekly or biweekly according to COVID-19 concerns)

**X. Adjournment:** Senator Ulibarri, motions to adjourn, Senator Varela, seconded. Roll call seized, all agree, motion carries, Adjournment approved meeting ends at 10:39

DRAFT