



Minutes

Staff Senate
Regular Meeting
August 06, 2021

1:00 pm LCC Cafeteria or google meet

- I. Establishment of Quorum / Roll Call**
Present: Georgia Baca, Jessica Flores, Shannon Ortiz, Emily Ulibarri, Matthew Cordova, Lawrence Vigil, Raymond Varela. **Absent:** no one. **Guests:** Elaine Montano, Evelyn Montoya, Jonathan Lujan, President Edward Martinez
- II. Call of Meeting to Order** occurred at 1:05pm.
- III. Approval of Agenda** –Motion to approve the Agenda was made by Lawrence Vigil, 2nd by Jessica Flores, roll call vote—motion passed.
- IV. Approval of Minutes**
March 25, April 8, June 24, July 7— Jessica Flores motioned the minutes be accepted as presented, Emily Ulibarri 2nd, roll call vote-motion passed
- V. Public Comments** – none
- VI. Committee updates/Senate groups discussions, etc.**
 - a. Shared Governance Structure- Staff senate will be reporting to BOT. Main directors and chairs will give reports to the president and so they could then be submitted in order to report to board. If further info is needed, the board will ask questions and if need be, others will be included in the meetings. All this is being done to cut down on time.
 - b. Staff Senate Groups-Senators should go to their groups and notify staff they represent about what is going on. Staff should tell their representative if any info should be relayed. Senators need to introduce themselves to their groups.
- VII. Informational/Discussion Items**
 - a. Confirmation/Nomination of Secretary/Treasurer Alternate- Raymond Varela accepts nomination.
 - b. Salary Parity- This needs to be looked at further. Salary parity limits advancement in salaries, everyone is at a set salary. We need the ability to promote our employees and adjust pay rate to compete with other schools/industries to get and retain employees. Also, salary parity does not seem to take education into account when salaries are set. Salary parity seems to be poorly designed and set unfairly by outside consultants. We need to research the pay of positions in other institutions to compare salaries and find solution to salary parity. After research is done, bill should be created to get rid of salary parity.
 - c. Discussion to begin Staff handbook review/change recommendations-Staff and faculty handbooks should be reviewed and possibly combined. Dr. Martinez stated that staff handbooks need to be revised because of conflicting statements, redundancy, and lack of clarity within them. Decision needs to be made on whether or not to combine the staff and faculty handbooks. Lawrence Vigil will bring it up in shared governance to notify faculty senate that they should be looking in to their handbook as well.
 - i. Dr. Martinez also wants us to focus on the upcoming HLC visit in February. Criterion 5 should be a point of emphasis. Work on implementation of plans/reports and the evidence supporting the plans. Need sufficient evidence and

proof that the reports are appropriate and followed through with by use of evidence pertaining to the reports.

VIII. Action items

- a. Election of Secretary/Treasurer Alternate- Shannon Ortiz made a motion to vote Raymond Varela has alternate- Jessica Flores 2nd, roll call vote-motion passed

IX. Unfinished Business / Follow-up Items—

- a. Welcome back breakfast that was previously discussed put on hold. Mathew Cordova suggested we hold off on it due to Covid restrictions conversation that is coming up.
- b. For future events cafeteria should be used so physical plant employees could attend alongside other employees rather than just working it. Also gives those hosting the activities the ability to use kitchen for prepping and cleanup. Easier to set up in cafeteria and area around it.

X. New Business

- a. Look more into salary parity as a priority
- b. Review criterion 5
- c. Assignment, reach out to respective groups we each represent
- d. President Martinez for next meeting

XI. Adjournment

There being no further business, Chair asked for a motion for adjournment, made by Matthew Cordova, 2nd by Shannon Ortiz, motion passed after roll call vote. Meeting adjourned at 1:53 pm.
Next Regular Meeting: **August 13, 2021, at 1:00pm**