



### Meeting Minutes

Luna Community College

## Advisement Subcommittee of R&C

### Regular Meeting

Friday, December 4, 2025 @ 3:00 pm

LCC Student Success Center Rm 103

- I. **Meeting called to order** and a **quorum** established by roll call.
- II. **Roll Call:**  
Madam Acting Chair Kimberly Baca asked for a roll call at 3:07 p.m.  
**Present:** Madam Acting Vice Chair Kimberly Baca, Secretary Ida Valdez, Members Sergio Hartshorne, Renee Maestas, Jacob Walker and Alejano Montoya. Joining online via Zoom was: Member Kevin Williams. Advisor Gloria Ortiz.  
**Not Present:** Chair Karen Wezwick, Members Sandra Sanchez and Ryan Agosto-Hayes. Advisors Michael Montoya, Sierra Fernandez, Rachael Lucero and Dr. Henrietta Romero.
- III. **Approval of Agenda:**  
Member Sergio Hartshorne motioned to approve the agenda as is and Jacob Walker seconded the motion. Madam Acting Chair Kimberly Baca called for a roll call. **All members present voted to approve the agenda--Motion passed.**
- IV. **Approval of Minutes:**  
? Motioned to table the minutes from the October 23, 2025 Regular meeting and Member? seconded the motion. Madam Acting Chair Kimberly Baca called for a roll call. **All members present voted to table the Minutes from October 23, 2025 Regular Meeting- Motioned passed.**
- V. **Informational/Discussion Items**
  - A. **Advisement Plan 2025-28**  
Need for common terminology (Retro Drop, Retro Add, etc.)  
Advisor Michael Montoya Has a plan that our group can review for the Advisement Plan.
  - B. **Campus-wide Advisement Guide**  
Two (2) documents one for Student Services Advisors the other for Faculty Advisors.
  - C. **Implementation of Student Advisor/Advising Satisfaction Survey - Kimberly Baca**

Secretary Ida Valdez motioned to approve the Student Survey with the approved changes #12 to read (What can we do as Advisors for you to be a better student and Member Renee Maestas seconded. **All members voted and Motion passed.**

**VI. Action Items:**

**1. Adoption of Advisement Guide Campus-Wide**

A. Members Renee Maestas motioned to amend and Jacob Walker  
Seconded the motion.

**B. Implementation of Student Advisor/Advising Satisfaction Survey**

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

Secretary Ida Valdez motioned to approve the Student Survey with the approved changes and Member Renee Maestas seconded. **All members voted and Motion passed.**

**VIII. Next Meeting Scheduled- Thursday, January 29, 2025 at 3:00 pm.**

**IX. Adjournment of Meeting**

There being no further business, moved to adjourn motioned by Members Renee Maestas and Sergio Hartshorne seconded. **All members voted to adjourn. Motion passed; Meeting was adjourned at 3:36 pm**