



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**