

Latinx & Hispanic Faculty & Staff Caucus

Executive Board Meeting Agenda – Fall 2025 (Second Meeting)

- Date: September 25, 2025
- Location: Google Meet (<https://meet.google.com/cjb-ihxv-vhc>)
- Google Drive:
https://drive.google.com/drive/folders/1gsyP-DT8_pOsLxMb3f0qMm1JAt9WRAjG?usp=drive_link
- Link to new draft for the constitution:
https://docs.google.com/document/d/1Vxaf2Cj_HJwry2OF_s0a9hTcmVi8nFGg/edit#heading=h.1x0z879cnci8
- In attendance: Denis and Ysatiz

Officer's email list

"Denis Jacob Machado" <dmachado@charlotte.edu>, "Paloma Fernández Sánchez" <pfernand2@charlotte.edu>, "Karla Liboreiro" <kliborei@charlotte.edu>, "Ysatiz M. Piñero" <ypineroa@charlotte.edu>, "Carmen Serrata" <lserrata@charlotte.edu>

Report from Karla

Jenny has scheduled a handoff meeting for this Friday (09/26) to walk Karla through the process and systems, so she should have more clarity after that. For now, Karla doesn't have any updates to share. However, she will follow up with you next week, once she has had that meeting and can provide a more complete picture.

Topics for discussion

- Opening remarks from the President
- DALE's "Noche de Esperanza" (Oct. 6, 6:00 PM, Cone's After Hours room)
 - Carmen, Adriana, Ysatiz, and Denis are coming. We are still looking for another volunteer.
- Meeting with Eric Heggstad (Associate Provost for Faculty Affairs)
 - Spotify: not available (put down when Brandon Wolfe changed offices)
 - Calendar: not recommended for caucuses
 - Funds: \$1,000.00 coming up, coming from the Chancellor (Karla is in the emails)
 - Unifying goal: build a greater sense of community
- Upcoming social events

- Changes to the constitution/bylaws
- Open officer positions
- Static Clings + SWAG distribution

Denis' homework

- Distribute static clings + swag to caucus members.
 - Denis has student volunteers working on this, but if no significant progress is made in the next four weeks, he will seek the advice of the officers and possibly request some assistance.
- Create a form for individuals to nominate or volunteer for executive positions, including detailed descriptions of the positions and information about the responsibilities and tasks associated with each role.
 - Done! The form is available at https://docs.google.com/forms/d/e/1FAIpQLSew4K5uSRHMea18d2FranNx_d4sAhYr5q-FiB43nDZW32EMwMw/viewform?usp=header.

Continuing discussion for the next general body meeting

- **Committee to change the bylaws about quorum and voting**
- **New elections, together with the voting to change the bylaws, using Qualtrics** (<https://oneit.charlotte.edu/2023/06/02/qualtrics-url-change/>)
- **Business affairs:**
 - How can staff participate more?
 - Staff do not get service listed as part of their job like faculty do, and the caucus is not a committee of the University. We could utilize volunteer hours (12 hours per year) to be part of the caucus, but that may not be ideal.
 - A potential solution is to add to the 12 hours of volunteer work when a staff member chooses to join the caucus, so that there are more volunteer hours to choose from.
 - The maximum number of hours could depend on whether the person is an officer or a regular member.
 - What questions staff usually ask?
 - Who needs to be notified?
 - What are the conditions?
 - Do the meetings need to be during lunchtime or after work?
 - What are the rules today?
 - Should this be treated as service or as part of the staff's job?