Faculty Assembly Meeting Approved Minutes  
Wednesday, February 19, 2020 (1:30 – 3:00 PM)  
LRC 101

22 attendees (quorum)

**In Attendance:**

<table>
<thead>
<tr>
<th>Jerry Godbout</th>
<th>Julia So</th>
<th>Greg Barnett</th>
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<tr>
<td>Justin Bendell</td>
<td>Alexa Wheeler</td>
<td>Scott Kamen</td>
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<td>Stephen Takach</td>
<td>Heather Wood</td>
<td>Kevin Hobbs</td>
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<td>Laura Musselwhite</td>
<td>Kat Gullahorn</td>
<td>Nancy Engler</td>
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<td>Cheryl Bryan</td>
<td>Juliette Cunico</td>
<td>Patricia Gillikin</td>
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<td>Marjorie Campbell</td>
<td>Elaine Clark</td>
<td>Alice Letteney</td>
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<td>Soledad Garcia-King</td>
<td>John Bollweg</td>
<td>Melanie Sanchez-Dinwiddie</td>
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<td>James Farslow</td>
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1. Call to Order (1 minute)
   - Meeting commenced at 1:32
2. Acceptance of Agenda (1 minute)
   - Elaine = motioned
   - Nancy = seconded
3. Approval of Minutes (1 minute)
   - Marjorie = motioned
   - Justin = seconded
4. Chancellor’s Report – Alice Letteney (25 minutes)
   - Question about Adobe
   - UNM deal to buy Adobe for everybody on campus
   - Would have had to buy it for every single student
   - Would have had to raise fees $25 per student including dual credit
   - If you need it, it costs about $170 per machine, which gives you one download to one machine
   - Julia asks if the money comes from the division’s budget. Not sure.
   - Legislative session ends Thursday at noon. Been there since December.
   - Opportunity scholarship was changed during the session. Has to go through both the senate and the house.
   - 4% compensation increase for everybody except policemen, firemen, who get higher increase.
   - $3 million for dual credit
   - Opportunity scholarship is now at $17 million
     - It is for everybody, not just two year students
     - It is need-based, so students will have to complete the FAFSA
     - Was changed from what is called a middle dollar scholarship.
   - If the house and senate cannot agree, it will go to a committee to be negotiated.
   - Thanks to John Arthur Smith
   - Juliette asks when they will make a final determination on lottery percentage. Alice answers Thursday at noon (tomorrow).
   - Part of a bill to cut 22 questions from the FAFSA
   - Very happy about the future act. $4.9 million.
   - $6500 raised from souper bowl.
   - Gala is pretty much sold out. March 7 at 6 PM.
   - STEM advisory board heard a presentation from Facebook last week about their co-op program
     - Three students who are going there
     - Final application is due Feb 28.
   - Five students going to Bozeman, MT to present undergraduate research.
5. Dean of Instruction Report – Laura Musselwhite (10 minutes)
   - Read what is in the newsletter
- Wednesday, May 13, 14, 15 are events for graduation.
- Hank hired someone to replace Yolanda, and her name is Cheryl Dilger
  - No email yet
  - Came from college of nursing
- On March 5, there is a regional meeting for the new Perkins grant
  - Technical funds used for various purposes
  - Consortium of colleges, high schools, and businesses in your area
  - Everything except the west side is included in our region
- Instructional technology survey coming out next week
- Campus technology committee has come back together, discussing the survey
  - Computer lab configuration
- Provost’s office has been working on our core course certification forms that have to go to the state
  - We are the last batch to go through
  - These forms indicate for every core course what skills are important
- Julia So asks a question about Perkins grant. Laura answers.

6. Student Success Specialist with Information regarding the Early Alert System – Tina Zuniga (3 minutes)
   - Does not exist yet
   - Using online referral form that links directly to her
   - Send kudos to her so she can send them out to students
   - Soledad says there is a system already available from within Blackboard

   - Cecilia Pacheco as well
   - Susan is not an employee of UNM
   - Volunteer and consultant
   - Startups at various universities, now at UNM
   - Things that they are working on
     - Injectable alzheimer’s cure
     - Increasing efficiency at airports
   - Site mentors visit various UNM sites
   - 12 free seminars that can be completed for credit by students
   - e-Commerce class
   - Create Cell Bank, title of another class
   - Mentions CANVA, an alternative to adobe products
   - 30-minute mentoring sessions
   - Go to the link that they gave us to learn more

8. Treasurer’s Report – Stephen Takach (1 minute)
   - $438.20 left in faculty budget
   - Spent 12.4% since beginning of the year

9. Discussion of Improvement Taskforce Proposal and vote on meeting time – Justin Bendell (30 minutes)
   - What are the strongest concerns to us collectively?
- Detailed report with recommendations has been circulated
- “Who we are and why” pamphlet has also been created and distributed
- Juliette says they are planning a larger printing to go out to all faculty members, but have not done that yet
- Something that needs to be decided on today: Faculty Assembly Meeting Time
  - 3:00 to 4:30 on Wednesdays, then cancel all classes during this time
  - FAIT decided ultimately that most would prefer a meeting on Friday, which is current recommendation of FAIT starting next semester
  - If so, then make it same day as faculty academy, so we don’t all have to come on two different Fridays
- Vote on other things in March or April at the latest, so changes can be implemented next semester
- Discussion takes place regarding the various pros and cons of different times that we could hold the faculty assembly meetings
- Justin points out that FAIT spent a lot of time going through this same discussion and settled on Friday
- Jerry points out it could have a positive community aspect if it was on Friday, because it could be a potluck and not sandwiched between regular class periods
- Juliette yields her scheduled adjunct faculty slot scheduled for later in the meeting, and reports here instead.
  - Talking about the adjunct faculty survey results
- Justin asks if we want to vote on the meeting time. John says there are two things to vote on: should we change the current scheme, and if so, what should we change it to?
- Motion to change the time and/or day of faculty assembly
  - 13 for
  - 3 against
  - 4 abstain

10. Faculty Assembly Standing Committee Reports
   a. Adjunct Faculty – Juliette Cunico (0 minutes, yielded)
   b. Communications – Alexa Wheeler (5 minutes)
      - Faculty website information
      - Reminds us what is on there and what we can use it for
      - Early alert form is on there
      - Final exam schedule
      - Minutes from previous faculty assembly meetings
      - Newsletters
   c. Conflict Resolution (2 minutes)
      - None to report
   d. Curriculum (2 minutes)
      - Laura reports in place of Barbara Lovato
To be reviewed this semester: automotive tech, art studio, liberal arts

e. Student of the Month – Melanie (2 minutes)
   - November has been awarded
     o Should be able to see Jen Gibson this Friday to give her the award
   - February nominations are open, so please send in nominations

f. Faculty Professional Development – Scott Kamen (1 minute)
   - No money left
   - Stephen had a question about an unanswered request for PD funds that was sent to Ariel in November

g. Faculty Program Development – Julia So (0 minutes)
   - Nothing to Report

h. Faculty Senate Representative – Cheryl Bryan (0 minutes)
   - Nothing reported since Cheryl has class at 3:00

i. Online Teaching – Elaine Clark (5 minutes)
   - Blackboard Learn jumpstart opt-in rather than opt-out strategy, which has worked well so far
   - Heather asks if there could be an open lab to discuss online best practices

11. New Business / Announcements
   - Kat Gullahorn recommends incorporating library resources and information literacy in our courses

12. Adjournment at 3:02.

13. Future Meeting Dates:
   - March 25, 2020
   - April 15, 2020