
Faculty Assembly Meeting
November 16th, 2011
1:30-3:00 LRC 101C

In attendance: Melanie Sanchez-Dinwiddie, Danizete Martinez, Elaine Clark, Rob Paixao, Patricia Gillikin, Dubra Karnes-Padilla, Julie Dupree, Miriam Chavez, Claudia Barreto, Lucille Farrington, Barbara Lovato, Barbara Rousseau, Miriam Gustafson, Jami Huntsinger, LeAnn Weller, Najib Manea, Alexa Wheeler, Michael Ceschiat, Richard Sax, John Anderson, Helen Walton, Tina Newby, Rosa Auletta, Alice Letteney

- 1. Call to order:** Elaine Clark called the meeting to order at 1:34pm.
- 2. Acceptance of agenda:** Rob Paixao made a motion to accept the agenda as is with Rosa Auletta as a second; all were in favor.
- 3. Approval of minutes:** Michael Ceschiat made a motion to approve the minutes from the October meeting with Rob Paixao as a second; all were in favor.
- 4. Executive Director's Report:**
 - The Legislative Finance Committee is working on the funding formula and currently there is still no measure of transfer students in the formula.
 - December 6th the finalists for the President search will be on main campus.
 - UNMVC is celebrating 30 years and there will be a lunch celebration on December 15th. All are invited to participate.
 - Through the faculty endowment there is a small amount of money (~\$1300) that can be used for faculty development.
- 5. Dean of Instruction Report:**
 - i.** Della is back from vacation and so the intersession courses are entered.
 - ii.** It is a catalog year and people have already been assigned their duties to follow through with the completion of the new catalog.
 - iii.** The Chairs had homework to review the Divisions. The Chairs reported back and no conclusions have been made yet. More data is needed for: number of courses, programs, majors, number of full-time faculty versus part-time faculty, and what do other institutions do?
 - iv.** The Adjunct computers are in need of upgrading. Dr. Sax would like a campus wide update on the status of all computers.
 - v.** The New Mexico Centennial final schedule is coming up.
 - vi.** Dr. Sax would like to host a winter solstice party. Details will be available in coming weeks.
 - vii.** Instructional Council was suppose to vote, but there were many comments and complaints.
- 6. Committee Reports:**
 - i.** Faculty Senate (Dubra Karnes-Padilla)—there are six options for ERB. There was discussion of the football coach contract and a fine arts degree was approved.
 - ii.** Program Assessment(Claudia Barreto)—got everything completed.

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- iii. Curriculum Committee (Alexa Wheeler)—the Chairs have received an email from Alexa with a file that addresses UNMVC being aligned with main campus. We need to review that courses are still taught and names of courses haven't changed.
 - iv. Professional Development(Lucille Farrington)—Patricia Gillikin made a motion to approve the letter from the Professional Development Committee that requests an increase in funding. Rob Paixao made a second motion and all were in favor.
 - v. FE/DI(Michael Ceschiat)—Michael reiterated that this is the perfect time to evaluate the FE/DI tool. The committee will be meeting again.
 - vi. Faculty Handbook (Dani Martinez)—FEC website has the information. The Faculty Handbook changes need to be voted on. This has to be completed by the end of the semester. Rob Paixao made a motion to accept the ballot that will be used to vote on any changes. Julie Dupree made a second motion to accept and all were in favor. The voting will close November 30th at 8pm.

7. President's Report: Elaine thanked and congratulated Dean Sax on his transition to UNMVC. There is a Strategic Planning meeting on December 6th.

8. Announcements

- i. Elaine Soto Exhibit runs November 16th through December 14th.
- ii. There will be free flu shots 1-3pm for faculty and students.

9. Adjourn: Lucille Farrington made a motion to adjourn the meeting at 2:51pm with a second from Rob Paixao; all were in favor.

Respectfully submitted,

Melanie Sanchez-Dinwiddie