

**Faculty Assembly Meeting
November 20, 2013
1:30-3:00 LRC 101C**

In attendance:

Rosa Auletta	Sarah Garde	Alice Letteney	Richard Sax
Claudia Barreto	Patricia Gillikin	Barbara Lovato	Dustin Shafer
Michael Ceschiat	Miriam Gustafson	Najib Manea	Julia So
Anthony Chavez	Annette Hatch	Danizete Martinez	Richard Sylvestre
Cindy Chavez	Alfonso Heras	Bill Nevins	Helen Walton
Miriam Chavez	Michael Hopper	Richard Palmer	Alexa Wheeler
Julie Depree	Jami Huntsinger	Eva Rivera Lebron	Thomas Whittaker
Lucille Farrington	Khaled Kassem	Melanie Sanchez-	Heather Wood
	Donna Ketcheson	Dinwiddie	

Call to Order

- Dani Martinez called the meeting to order at 1:30 PM

1. Acceptance of agenda

- A motion was offered to accept the agenda
- Agenda was accepted

2. Approval of minutes

- A motion was offered to accept the minutes from October 2013
- The minutes were accepted

3. Executive Director's Report (Alice Letteney)

- Two year branch presidents met to discuss funding formulas
- Our funding formula stays "in the middle" and is relatively stable
 - Dec. 12 in LRC 101B, C- John Petronus, President of Architectural Research Consultants, Inc. will give a presentation. Lunch will be provided, please come.
 - Sally Hebert is retiring; please refer any qualified applicants for this vacancy
 - Have a great Thanksgiving-Alice is off to Paris

4. Dean of Instruction's Report (Richard Sax)

- Upcoming Master Plan Town Hall will be in LRC 101 ABC, Dec. 12, 11:00 AM-3:00PM
- We will hear feedback on the NSF Proposal in 8-10 Weeks; grant could provide funding for up to seven portable solar panels and two UNM-Main, PhD students to provide mentoring for STEM students
- FEDIs have been submitted by faculty and are being processed
- Instructional Council manual updates are in progress
- Catalog updates are also being made

5. Treasurer's Report (Thomas Whittaker)

- Faculty Assembly budget currently holds \$495.60.
 - \$43.81 in snacks budget. Basket passed around. Please donate if you can.

6. Ombuds Faculty Representative (Margaret Menache)

- Margaret discussed UNM Main's mediation program
- She encouraged interested parties to call Jean Civikly-Powell (505) 277-3212 if they need mediation; program is voluntary, confidential, and free
- Brochures were provided, detailing guidelines for mediation program and for resolving communication disputes
- Mediations are carefully arranged and monitored
- Breathe when you are in a situation where you are threatened

7. Committee Reports:

Faculty Handbook (Melanie Sanchez-Dinwiddie)—

- Vote is needed on new language regarding Committee Membership
 - Bidding would occur every two years/would be staggered
 - Issue will be brought up again in Feb.
- Several years of minutes are missing
 - A system is needed to archive all minutes-Najib, Alexa, Heather, and Dr. Sax offered help in archiving. Decision needs to be made whether archives will be internal or external.
 - Issue will be brought up again in Feb.

Assessment (Claudia Barreto)—

- Assessment went well; all reports except one are done
- Core Course assessment will be done in spring; please collect your data

Curriculum Committee (Thomas Whittaker)—

- Committee has not met since last faculty meeting
- If you have any requests, please contact Tom by next semester

Conflict Resolution Committee (Jami Huntsinger)—

- Thanks to Julia and Margaret for arranging OMBUDs presentation

Faculty Professional Development (Cindy Chavez)—

- Started with \$12,000 and 12 faculty were sent to conferences already
- \$5446 is left for future conference applications

Faculty Senate (Julia So)—

- Nothing new from Faculty Senate

Adjunct Committee Rep (Bill Nevins)

- Contact Bill with any adjunct issues

9. Teaching Tips (Thomas Whittaker)

- Playing music in class can help students connect to curriculum

10. President's Report (Dani Martinez)

- Please fill out FEDI form if you haven't already
- IDEA forms are due Friday Nov. 22
- Thanks to Sarah for brownies

11. New Business/Announcements

- Bill Nevins-Third Annual UNM-VC Film Festival is Feb. 27; please come
- Julia So-Thanks to everyone for your participation on Valencia Speaks events
- Dean Sax-Hank Vigil is LoboAchieve contact
- Barbara Lovato-due to Security breach new passwords are going to be needed for EBSCO database
- Anthony Chavez-Skills USA students are now being registered for automotive program

Adjournment: 2:46

Respectfully submitted, Heather Wood