

Faculty Assembly Minutes
Wednesday, November 18, 2015

Tracy Terry
Heather Wood
Laura Musselwhite
Michael Brown
Michael Carriere
Michael Ceschiat
Richard Sylvestre
Claudia Barreto

Cindy Chavez
Miriam Chavez
Julie Depree
Annette Hatch
Rosa Auletta
Tom Whittaker
Ben Flicker
Tina Newby

Julia So
Barbara Lovato
Patricia Gillikin
Alfonso Heras
Eva Rivera
Khaled Kaseem
Alice Lawson

1. Call to order 1:35

2. Acceptance of agenda

Motion to approve – T. Newby

2nd – C. Barreto

Agenda is accepted by consensus.

3. Approval of minutes from October 2015

Motion to approve – T. Whittaker

2nd – M. Brown

Minutes are accepted by consensus.

4. Dean of Instruction Report —Laura Musselwhite

Alice is returning from D.C. today and is unable to be here. I would like to announce Roberta Scott is a new member of the UNM-V Advisory Board.

Last year the legislature passed Bill 282, the ‘common course numbering system’, to streamline transfer between campuses.

Diana Johnston is leaving us. Margie Campbell is going to be the interim director in nursing. The nursing consultant visited and had positive thoughts to share. The main issue is common among many campuses and that is learning assessment.

5. Treasurer Report (Eva Rivera)

We have \$477 in the Faculty Assembly budget and about \$50 in funds for meeting snacks, but people currently need to be reimbursed so those \$50 will quickly be dispersed. Please donate a little more for our next faculty meeting in February.

6. Proposal of New Evaluation Form – Division Chairs

[Miriam Chavez] This is an initial proposal for presentation to the faculty body, not a final document to be voted on today. In each segment, there are items that need to be checked off as completed, a section for listing other activities, and a section for evaluation and comments at the end.

Michael Ceschiat – I support this whole-heartedly. It may need some fine-tuning.

Laura – I support it as well.

Additional comments:

- A copy will be sent out and it will be voted on in a future meeting.
- There will need to be a rubric developed for the evaluation categories.
- This is part of both re-hiring and merit pay, so we need to make sure we get this right.

I'd like to motion we form a committee to discuss modifications and finalization of the document – Eva Rivera

2nd - M. Brown

The motion passes to form a committee to discuss these fine points.

7. Committee Reports

a. Faculty Online Teaching —Heather Wood

Please fill out the surveys on online courses, there is a link in the Newsletter. Elaine also sent out a link to the information from the workshop.

b. Teaching & Learning Assessment—Claudia Barreto

This Friday is the last mentoring session for Program Assessment. We have already done one series of about 10 completed assessments and we will review another 10 program assessments this Friday.

Department chairs, don't forget that core course assessment will occur in the spring and you need to coordinate with your faculty to complete assessment.

Tracy – CLO's are going to be sent to branch campuses in the spring for review and will be implemented for the core courses in summer 2016.

c. Handbook—Tom Whittaker

We are looking at a modification of the Faculty email distribution list section 3s in the handbook on 'Acceptable Computer Use'. We will vote on this at the next meeting.

[no comments]

Faculty Online Teaching and Review Committee

Do we need to vote on the slight name change? [no]

We will vote on the committee description at the next meeting.

We will be reviewing committee descriptions for each standing committee described in the handbook and put their committee descriptions into this format.

d. Program Development—Eva Rivera

We will start TTT in February. If you would like to do a TTT, please contact me, Patricia Gillikan, or Richard Melzer.

e. Conflict Resolution—Joe Barbour

Depression is anger turned inward. That is the difference between a homicide and a suicide. If I become suicidal, I am filled with the sense that my hopelessness is permanent. Once I make that decision, I become at peace. People do not commit suicide while hospitalized because they are typically too depressed. They do so a week or two afterwards while they come to peace with their decision.

Suicidal people give off signals that they believe are giant bill boards, but are actually very subtle, e.g. they give away their favorite pen to a friend. Students will approach faculty with information that they have already shared with others who have ignored or not recognized their signals. Students will make comments. We need to listen. We need to gently ask, "You seem so sad. If you were going to accidentally or purposefully hurt yourself, how would it happen?" When you listen to the answer, assess whether it was a serious threat. If it is, call Hank, call security, and tell the student we need to talk. The student is reaching out for help if they are telling you, they want you to intervene. Find the resources necessary to resolve the problem.

f. Curriculum—Tom Whittaker

The committee met Nov 2nd. We are trying to bring the Women's Studies subject code to our campus. Program changes were not approved due to incomplete forms for some other topics. A new associate degree in math was approved. Changes to the associate degree in criminology were approved with stipulations

that the hours required be changes. We will meet this afternoon at 3 pm to discuss program reviews to occur in spring semester. Nursing was on the list, but I don't know where that stands due to staffing changes there. Volunteer your program for review or you may be volunteered.

g. Cultural Enrichment— Laura Musselwhite

Our Veteran's Day Program was very nice.
Super Smash Brothers Tournament is coming up.
MLK celebration will be Jan 16th.
Super Bowl is Feb 7th.
We have five new pieces of 1% art on campus. We will have a tour of the art planned. 1% of all funding for a building must go to art.

h. Professional Development—Heather Wood

\$3,500 left in professional development funds.

i. Faculty Senate Representative— Eva Rivera Lebron

Oct 27th meeting – We are required to have 60 credit hours for an associate degree and main campus will require 120 credit hours for ALL bachelor's degree.

There will be a core curriculum meeting state-wide next fall.

We had a presentation on how UNM policies violate free speech rights protected by the constitution.

j. Student of the Month— Khaled Kaseem & Richard Sylvestre

Deborah Anderson was awarded the October Student of the Month. She was recognized for her excellent academic performance and her outstanding attitude.

The next nomination is due Nov 25th.

k. Adjunct Faculty – Ben Flicker

We met Oct 29th and selected a chair and meeting times. We are developing an online survey. We are developing a FAQ list to put on the web site to address common issues for adjunct faculty.

8. Teaching and Learning Center Report— Michael Brown

We did an equipment health inspection and we will upgrade the older systems for a more uniform set of instructor stations campus wide.

We are looking at new screens for online instructors to allow a more interactive format.

The TTT in Feb will cover some of the new technology.

9. President's Report

Good luck as we head into final exams and our break.

10. Announcements/New Business

Julia – Thank you to the TLC staff!

Annette – Thank you to everyone who helped with the MESA event. We had 75 students and 11 teachers visiting our campus.

Rosa – NMHEAR will be held in February.

11. Adjournment- 2:39 pm