

Faculty Assembly Meeting
March 27, 2013
1:30-3:00 LRC 101C

In attendance:

John Y. Anderson	Elaine Clark	Khaled Kassem	Eva Rivera
Claudia Barreto	Julie Depree	Alice Letteney	Julia So
Angelica Boyle	Miriam Gustafson	Danizete Martinez	Thomas Whittaker
Rosa Auletta	Annette Hatch	Qiao Liang	
Angelica Boyle	Jami Huntsinger	LeAnn Weller	
Tracy Terry			

1. **Call to order:** Elaine Clark called the meeting to order at 1:33 pm.
2. **Acceptance of agenda**
 - Agenda was accepted as amended
3. **Approval of minutes**
 - Minutes stand as submitted
John Anderson moved to accept/ Julie Depree seconded
 - Minutes were approved as submitted
4. **Executive Director's Report:** Dr. Letteney's report stands as submitted
 - After nearly two years of working to achieve approval to offer workforce certificates under 30 hours in order to receive state funding under our new formula, the policy was approved by the Academic Council. We are now waiting on the Provost's Office to grant approval.
 - Dr. Letteney and Wyn Goering presented a no tuition increase to the Board
 - President Frank suggested a 3.3% fee from branch campuses to be paid to Main Campus; decision to be further discussed.
 - The Amazing Race was a successful and wonderful celebration of our commitment to bring the best in teaching and learning to our students.
 - The Art Gallery is another beautiful exhibit of the work of local *santeros*—now a yearly tradition on our campus.
 - The Strategic Planning Committee will host a Town Hall on April 10 to present its latest plan draft and receive input from the college community. Details of the luncheon meeting will follow.
5. **Dean of Instruction Report:**
 - Jami Huntsinger respectfully submitted the report as Dean Sax at the PCA/ACA annual conference in Washington, D.C.
 - Most of the full-time faculty members submitted revised FEDIs (with Fall 2012 IDEA forms) last Friday. If faculty have not done so already, please try to do so by this Friday.
 - We have recently completed both the Summer 2013 and Fall 2013 Schedule of Courses which have been sent to the printers. Please know that we will carefully monitor enrollments once students start to register (Monday, April 22ff.) so that we practice fiduciary oversight even while seeking to accommodate as many students and faculty schedules as possible.
 - Professor McFadden is Chair of the ad hoc committee that has been organized to fulfill President Frank's commitment to offer "five to six baccalaureate programs" in toto, in any possible delivery format, at all of the Branch Campuses.

6. Margaret Menache-Representative from Main Campus' Ombudsman's Office

- Advertising for Conflict Resolution
- Mediator's position is to encourage dialogue between two parties
- Mediation is completely voluntary, and confidential. Contact Jean Civikly-Powell at <http://ombudsfac.unm.edu> for more information.
- Levels of training include: 1. Approximate level of 4 day weekend sessions (two 8-hour sessions.) 2. Civility Salons are offered on an occasional basis. 3. Once a year, 3rd Thursday in October is the Conflict Resolution Day Open house on Main Campus.

7. Committee Reports:

Assessment (Claudia Barreto)

- Reminder that Core Assessment Sessions will take place during Fridays in April

• Faculty Senate (Danizete Martínez)

- New Branch Campus workforce certificates under 30 hours will be stated in the Main Campus Faculty Handbook.
- Ad hoc committee formed to review efficacy of IDEA forms.

• Faculty Handbook Committee (Rosa Auletta): – Proposed changes are online at:

http://www.unm.edu/~vfec/assets/text/new_handbook/newHandPkg.pdf

○ Faculty Conflict Resolution Committee (FCRC)

Discussion:

- Motion to take out “grievance” and replace with “conflict resolution” wherever it appears. Motion approved.
- Motion to strike section “P” (Process for Faculty Conflict Resolution). Motion Approved.
- Motion to revise complaint process will be further discussed.
- Under “Structure for Faculty Conflict Resolution Committee” the following was added: “The UNM Valencia Faculty Conflict Resolution Committee (FCRC) shall be composed entirely of volunteers recruited from full and part-time faculty ranks from as many divisions possible...”

• Faculty Program Development (Heather Wood)

- The Program Development Committee is developing a mentoring program for new faculty focused on technical and subject area expertise to commence in Fall 2013.

8. Thoughts to bring back about videos for online classes from the ICTCM conference (Elaine Clark): Keep in mind ADA compliance when creating videos for classes. More information to come later from Dr. Najib Manea.

9. President's Report:

- Faculty Contracts: Clarified where faculty rank can be found in Banner.
- List Serv: V-FAC is back.
- Elections next month
- Electronic Cigarettes: Some students have been using them in classrooms. Discussion regarding if a policy needs to be in place was tabled.
- Printing in open labs

Adjourn: 3:02 pm

Respectfully submitted, Danizete Martínez