

**Faculty Assembly Minutes  
Wednesday, March 25, 2015**

Heather Wood	Eva Rivera	John Abrams
Tracy Terry	Elaine Clark	Deidre Williams
Melanie Sanchez-Dinwiddie	Michael Ceschiat	Alexa Wheeler
Thomas Whittaker	Michael Brown	LeAnn Weller
Alice Letteney	Mary Moser-Gautreaux	Alfonso Heras
Laura Musselwhite	Joe Barbour	Annette Hatch
Alice Lawson	J Huntsinger	Khaled Kassem
Miriam Chavez	Julie DePree	Patricia Gillikin
Claudia Barreto	Danizete Martinez	Dustin Shafer
Julia So	Barbara Lovato	Richard Palmer

**1. Call to order (1:35 pm)**

**2. Approval of minutes from February 2015**

Motion to approve: Dustin

Second: Elaine C.

The motion passes to approve the minutes.

**3. Acceptance of agenda**

Motion to accept: Julie D.

Second: Michael C.

The motion passes to accept the agenda.

**4. Executive Director Report**

Bill 255 has passed the NM State House and the Senate and is awaiting the signature of the governor. The bill will allow us to build 6 classrooms and labs in the west side campus.

A flat budget was passed, but the price of oil keeps dropping and the state of NM is losing money as it drops. If the price of oil continues to drop, there may be a special session called to reduce the budget. Therefore, changes may still come to our budget and, if they do, it will be negative.

Andy Sanchez will be at the budget summit at UNM. We anticipate that both employers and employees will pay more for healthcare. We have heard 3-8%.

Main campus is making a proposal that if they raise the percentage of operating costs that go to them (from 3.3 to 3.6%), they would take out the little fees for individual items like LoboAchieve. I added an arbitration clause in to the agreement to allow our board to negotiate with the regents if they do not agree. Currently our board has no recourse when they disagree with budget mandates from main campus except to entirely reject the proposed budget.

**5. Dean of Instruction Report**

The Strategic Planning Committee has completed its updates. A Town Hall Meeting to discuss the strategic plan and budget, which should be finalized by then, will be held Wednesday, Apr 29<sup>th</sup> (time TBD).

Margaret is going to steam the regalia before graduation.

Our new course evaluation system (to replace IDEA forms) will be in place over the summer. It will be electronic, but I do not know exactly what it will look like. Your response rates will likely go down and be more extreme. Reminders will be sent out to students to complete the form, but the rate of response generally goes down with a change to electronic formats.

I would like to have an end of the year faculty gathering; something similar to convocation, but not exactly like it. We would have snacks and take this time to communicate with each other, possibly on assessment and other topics. I will look at the calendar and take finals and the Town Hall schedule into account. If we cannot organize it for this year, I will plan for it next Spring.

## **6. Treasurer Report**

The faculty assembly budget has \$299 with one month remaining, so please find a way to spend it. We have \$20 in the budget for snacks for the April meeting.

## **7. Committee Reports**

### **a. Teaching & Learning Assessment—Claudia Barreto**

Only 3 people have signed up for Core Course Assessment, so please sign up. I'll pass around the sign-in sheet.

Our new assessment czar from main campus is having an assessment workshop over the summer. It will cover both program and course assessment. We need to send two teams, one to work on course assessment and one to work on program assessment. Division chairs should attend the program assessment. If you are interested in attending, please let me know which team you would like to join.

### **b. Handbook & Communications—Elaine Clark**

We have three changes to go over today.

#### **1. Curriculum Committee**

- a. We are changing the curriculum committee membership to one representative from each department since the department structure has changed. This actually increases the faculty representation from 5 to 6.
- b. We need to keep the faculty senate representative to main campus informed of the proposed changes in case main campus has questions.

Michael C.— motion to accept.

Richard P. – seconded

Motion passes to accept these changes.

#### **2. We created language to describe the process of Disbursal of UNM-V Faculty Assembly funds**

- a. Minor changes offered to text.
- b. We will vote on this next month

### 3. Online, Hybrid, Web-Enhanced Course Teaching Policies

The first part contains definitions. The second part describes scheduling. Standards have been specified (Higher Learning Commission, etc.) and certifications can be distributed by the T&LC. Compensation for developing courses has been specified. Evaluations have been required for online courses, but this has not been implemented. The instrument has been specified for evaluation/assessment of online courses.

-There are many Quality Matters evaluation schemes, so you should adjust the language to represent that you only need to use one of them. – Jamie H.

-Adjustments were made on class max/min enrollment terminology

-There are some universities that will not accept transfer credit if the online course does not have at least one proctored online exam. So the language for the testing segment needs adjustments.

We are going to continue working on the language here over the summer and return to it in the fall.

#### **c. Program Development—Eva Rivera**

The TTT on the 29<sup>th</sup> of April at 1:30 will be Elaine, Tracy, and Annette who will share things they learned from a MOOC from Stanford on ‘How to Teach Math’ and how they have implemented this in their classrooms.

#### **d. Conflict Resolution—Julia So**

Several conflict management styles were profiled. (See information attached to end of minutes)

#### **e. Curriculum—Tom Whittaker**

We met twice since the last faculty meeting. We worked on the Assoc in Criminology and reviewing or program review documentation to see if it remains an appropriate tool for reviewing programs on campus.

We are working on devising a procedures document so that information will transition through turnovers on the committee.

We are implementing a program review cycle so that each program will be reviewed every 5 years.

#### **f. Cultural Enrichment— Michael Ceschiat**

The Santos show is still up and we will present another show soon.

We are changing how we are organized under arts and culture to consolidate our cultural enrichment efforts.

#### **g. Faculty Senate Representative— Eva Rivera Lebron**

Several courses were approved as Core Courses.

Mostly they discussed the lack of money. The lottery scholarship changes did not go through because they ran out of time.

**h. Student of the Month— Sarah Garde/Michael Carriere**

Last Tuesday we awarded Jennifer Thompson the Feb student of the month. Please nominate someone by next Friday for the next month.

**i. Adjunct Faculty – Deidre Williams**

We realize that the possibility for our equity pay increase is not good, but we appreciate the support from the faculty on this issue.

**8. Teaching and Learning Center Report— Michael Brown**

We are installing classroom capture equipment after finals and you will have your own classroom capture logins that will give you control over your videos. We will have trainings over the summer and in the fall on how to use the new equipment.

We are moving into a tiered online training system. You will get paid \$25 per training.

We are working on a new grant. Gamification is an award structure in class and we would like to help you implement that in your class. If you are interested, please contact me.

**9. President's Report**

Congratulations to everyone on all the fantastic Spring events. If you are interested in running for or nominating someone for the FEC, the elections are next month so please contact me via e-mail by April 8.

**10. Announcements/New Business**

- Nursing program open house is coming soon...look for invitation in email
- Valencia Speaks, April 26<sup>th</sup>, Speaker Suki Halevi, shalevi@adl.org, Anti-Defamation League of New Mexico Regional Director
- National Library Week – see newsletter

**11. Adjournment- (2:59 pm)**

## Preferred Conflict Management Styles

Faculty Assembly Meeting (3/25/2015)

Presented by Julia W. So, Ph.D., Conflict Resolution Committee Chair (UNM-VC)

Conflict is inevitable, whether it is at home or in the workplace. Understanding our preferred conflict management style (PCMS) may help to resolve, or even prevent, future conflicts with our colleagues. In fact, when handled appropriately, conflict can be productive. According to Thomas and Kilmann,<sup>1</sup> our PCMS depends on our personality (in this case, it would be assertiveness and cooperativeness) and the situation we face. Thus, despite of our PCMS, all of us are also capable of reacting to conflicts in any one the following five styles:

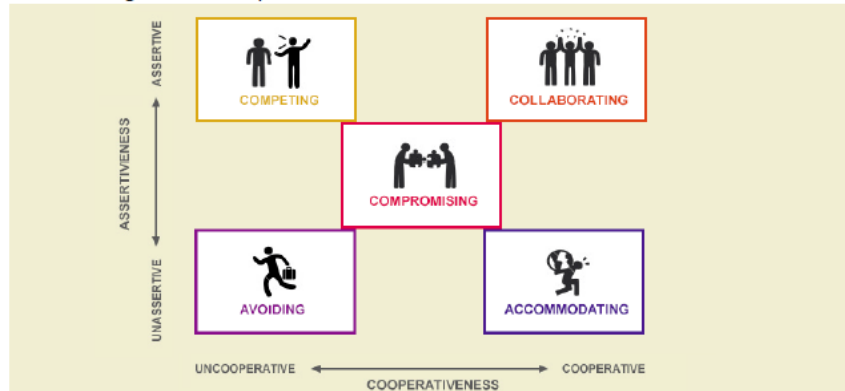
**Accommodating: “It would be my pleasure”** – This is when you tend to satisfy the other party’s concern while compromising your own goals and objectives. This approach is effective when the other party is the expert or has a better solution. It can also be effective for preserving future relations with the other party.

**Avoiding: “I will think about it tomorrow”** - This is when you sidestep the conflict without satisfying the other party’s concern. This approach only works when the issue is trivial or when the atmosphere is emotionally charged and you need to create some space. In general, avoiding is not a viable long term strategy.

**Collaborating: “Two heads are better than one”** – This is when you try to come up with a win-win solution that completely satisfy your goal and that of your partner. This approach requires a high degree of trust and a significant time commitment to create a bigger space so as to accommodate everyone’s ideas. The ultimate goal is to resolve complex scenarios with a novel solution.

**Competing: “My way or the high way”** – This is a “win-lose” approach in which you try to satisfy your own concerns at other’s expense. This approach may be appropriate for emergencies when time is of the essence, or when you need quick, decisive action, and people are aware of and support the approach.

**Compromising: “Let’s make a deal”** – This is the “lose-lose” scenario where neither party really achieves what he/she really wants. It may be appropriate for scenarios where you need a temporary solution, or where both sides have equally important goals. We have to be aware that compromising can be the easy way out, while collaborating would have produced a better solution.



Source: <https://www.cpp.com/products/tki/index.aspx> Accessed on March 22, 2015.

If you are interested to find out what your PCMS is, here is the link to take an online assessment:

<http://academic.engr.arizona.edu/vjohnson/ConflictManagementQuestionnaire/ConflictManagementQuestionnaire.asp>

In addition to your PCMS, you can also adjust your conflict behaviors to prevent, diffuse, or resolve conflicts. If you are interested to learn more about this model, feel free to contact me at [juliaso@unm.edu](mailto:juliaso@unm.edu)

<sup>1</sup> Thomas, K.W., and R.H. Kilmann. 1974. *Thomas-Kilmann Conflict Mode Instrument*. Xicom Incorporated.