



**Faculty Assembly Meeting Approved Minutes**  
**Friday, November 13, 2020 (1:00 – 2:30 PM)**  
**Zoom Meeting URL:** <https://unm.zoom.us/j/414697641>

32 attendees (quorum)

**In Attendance:**

|                     |                           |                   |
|---------------------|---------------------------|-------------------|
| Jerry Godbout       | Julia So                  | Scott Kamen       |
| Justin Bendell      | Alexa Wheeler             | Greg Barnett      |
| Ana June            | Heather Wood              | Patricia Gillikin |
| Laura Musselwhite   | Sarah Heyward             | Barbara Lovato    |
| Cheryl Bryan        | Elaine Clark              | Victor French     |
| Soledad Garcia-King | Benjamin Flicker          | Clifton Murray    |
| Andisheh Dadashi    | Alice                     | Nancy Engler      |
| Kat Gullahorn       | Stephen Takach            | Piotr Filipczak   |
| Teresa Goodhue      | Precious Andrew           | Sally Kewayosh    |
| Tammi Duncan        | Ian Burch                 | Ariel Ramirez     |
| Andy Taylor         | Melanie Sanchez-Dinwiddie |                   |



1. Call to Order (1 minute)
  - 1:01 PM
2. Acceptance of Agenda (1 minute)
  - Motioned = Elaine Clark
  - Seconded = Nancy Engler
3. Approval of Minutes (1 minute)
  - Motioned = Soledad Garcia-King
  - Seconded = Ana June
4. Chancellor's Report – Alice Letteney (10 minutes) (5)
  - Alice not able to be here today, so asked Jerry to pass on some info.
  - Higher education department gave approval for west-side project, due in large part to Rick Goshorn Dean Laura Musselwhite.
  - Next and last step will be in December to get approval from state board of finance.
  - After that, ground-breaking.
  - Pretty good chance that the HED will ask us to push back face to face meetings in spring semester, stick to web classes.
5. Dean of Instruction Report – Laura Musselwhite (10 minutes) (7)
  - Trying to make it to the Wednesday before Thanksgiving in the face-to-face classes that we have.
  - Two positive students this semester, which is overall not bad.
  - Appropriate measures have been taken.
  - Post-Thanksgiving will be virtual as planned.
  - No mandate yet for Spring semester.
  - Could be movement not to have face-to-face as early as we thought.
  - 9% of classes in fall, 8% in spring were face-to-face
  - Waiting to see what HED and the governor say on this topic
  - Moving ahead, being safe, doing what we need to do.
  - Yesterday at the meeting for west-side project, when our turn came up in a meeting, the chairman asked what do you think this will do to the main campus, and someone from main campus implied it would take something away from main campus.
  - Ground-breaking scheduled for some time in the Winter, February perhaps.
  - There are five faculty office spaces there.
6. Treasurer's Report – Cheryl Bryan (1 minute)
  - Clarify something she said last week.
  - \$600 can be used for a variety of things.
7. Standing Committee Reports
  - a. Adjunct Faculty – Juliette Cunico (2 minutes)
    - Ana June standing in



- Great meeting, 6 adjuncts in attendance
  - Continuing to explore NMERB payment issue.
  - Still no answers on that yet.
  - Discussed accommodations for adjuncts.
  - Juliette sent out some resources that will be available in chat.
  - Talked about doing an adjunct showcase in the Spring, what they are bringing to the classrooms, creating more of a platform for them to show off what they are doing.
- b. Conflict Resolution – Cheryl Bryan (2 minutes) (2)
- Put together a coalition between branch campuses united with UNM main campus.
  - Discussing if it is appropriate, when there is a conflict, to report that on your local campus, or if it might be better to be able to report this to main campus.
  - Discussed how to choose a good mediator if there is a conflict.
  - Hopefully when they come back from the next meeting, they will have something for the handbook committee to review.
- c. Cultural Enrichment – Laura Musselwhite (2 minutes) (1)
- Not any real additions to cultural enrichment calendar.
  - Next Friday there are two speakers that everybody is invited to see.
  - During equity and inclusion resource group, there will be a link to that.
  - Later in the afternoon, Margaret from main campus will give a presentation as well.
  - The traditional Martin Luther King celebration on campus has been canceled.
- d. Curriculum – Laura Musselwhite (2 minutes) (1)
- Thank Teresa who had been chairing the curriculum committee.
  - Curriculum items are in play in the workflow, didn't have too much this year.
  - All of that is in process.
  - There was a main campus curriculum meeting today, and there will be another one December 11.
  - Does not anticipate any problems, will have things ready to go for next Fall.



- e. Faculty Communications – Heather Wood (2 minutes) (2)
  - Remind everybody that the faculty website has all necessary documents that you will need for the year ahead.
  - Alexa has done a good job keeping that updated.
  - There is a link to the early alert button, to get an advisor in touch with a student from your class.
  - Professional Development Form also available.
  - Student of the month form as well.
  - Faculty online teaching website link as well. Shows some different procedures for online course design, and the template for online courses.
  - Jerry re-iterates thanks to all involved in making the online course template.
  
- f. Faculty Handbook – Nancy Engler (2 minutes) (1)
  - Met earlier today.
  - Notice was sent out yesterday with something Julia So wants to include in our handbook.
  - How to apply for sabbatical, wording improvement.
  - Interrupted by bad internet connection.
  - Elaine reminds us of the process for additions to the handbook.
    - i. Discuss during FA
    - ii. Next committee meeting they discuss it
    - iii. Next FA meeting you vote on it.
  
- g. Faculty Online Teaching and Review – Alexa Wheeler (2 minutes) (2)
  - Conference (online teaching extravaganza) was a success
  - Not sure what the max attendance was at any given time, but something like 70 people participated.
  - Recordings should be up within the next week or so.
  - Created a “Slack” community for online teaching.
  - Might be a great place to have back and forth conversations, asynchronously.
  - Will send out a link to that space, for anyone who is interested.
  - Moving forward they will do more about initial reviews and formal reviews.



- Master course creation, more about that next semester.
  - Elaine wants to share her screen.
  - Sent out an OCDD class over vfac-l. Short class for online teaching.
  - If you want a non-crash-course, there will be a longer class available in the spring.
  - Most people here have already done some sort of training for online teaching.
  - Online Learning Consortium “Accelerate” conference.
  - Bought unlimited access virtual pass.
  - If you would like to still have access to this, if you get registered you get access to the recordings for up to a year.
- h. Faculty Professional Development – Scott Kamen (2 minutes)
- They are still accepting applications for professional development funds.
  - If you already submitted an application, the committee has approved all requests that it has received.
  - Afterwards, send receipts to Debra Venable for reimbursement.
- i. Faculty Program Development – Benjamin Flicker (2 minutes) (1)
- They have been meeting, and kicking around a few ideas, but no announcements at this point.
- j. Faculty Senate Representative – Alexa Wheeler (2 minutes) (1)
- Barbara and Alexa are both representatives.
  - Meetings have been postponed a couple of times.
  - Not meeting again until late November.
  - One was on the fall break day, so postponed, not really sure exactly why they have been postponed so often.
  - Cheryl
- 8. New Business / Announcements**
- Online Learning Consortium (OLC) Conference – Elaine Clark (2 minutes) (0)
    - Already spoke about this above in online teaching section.
  - Update on contract negotiations between union and admin – Scott Kamen (5 minutes)
    - First collective bargaining agreement.
    - On the union executive council.



- Brief history: negotiations began last December, starting in March the negotiations moved online, and it is a pretty long and slow process.
- 12 to 18 months to negotiate first contract with admin is typical.
- Many-page agreements that are typically settled on eventually
- Recently decided on both sides to begin breaking in to smaller teams, to start trying to work through some of the sticking points and hopefully make some progress on those fronts.
- If you haven't signed a union membership card and are interested in doing so, you can email Scott.
- If you want more details about the negotiations, they have copies of the proposals from both sides, which you can get from the union's website.
- skamen@unm.edu
- <https://uaunm.org>
- Faculty Assembly Improvement Taskforce (FAIT) – Justin Bendell (1 minute) (2)
  - Nothing new to offer right now
  - FAIT formed approximately one year ago
  - Brief recap of what has already been done
  - Proposal in February suggesting certain things to accommodate faculty assembly.
  - Already addressed:
    - Changed meeting time to Friday.
    - Empowered the FEC to voice faculty concerns to administration.
    - Changed the way that the newsletter and FA agenda are delivered.
    - Dealt with the technology accountability issues of the last couple months.
  - Want to improve dual credit but halted by covid.
  - Still to accomplish:
    - Create mentorship program for FEC presidents.
    - Empowering and invigorating standing committees. Held accountable for the work they do. Ways to help committees become more robust and engaged.
    - Reviewing and revising the UNM constitution, which has not been revised since 1994. Will continue to work on this.



- CDL Workshop – Julia So (2 minutes)
  - An online workshop offered by Center of Digital Learning on 11/18 at 10 am.
  - It will be delivered by the Academic Affairs Social Justice Faculty Fellows.
  - Soledad and Julia are two of the five presenters at the workshop.
  - The workshop will focus on fostering an inclusive classroom climate.
  - They will discuss ways to humanize a classroom; how to revise a syllabus to make it more student friendly.
  - Soledad will present the key strategies to an inclusive online classroom.
  - The last topic is alternative ways to assessment. It will be presented by the 2019 Lecturer of the year, Heather Sweetser from the Department of Foreign Languages and Literatures.
  - Julia had sent out the link in the Chat.
- Self-Care presentation by a Valencia alumna – Julia So (2 minutes)
  - The second announcement pertains to a Self-Care Presentation delivered by a Valencia Alumna who is now the clinical director of Valencia Shelter Services at Los Lunas.
  - The presentation is a collaboration between Valencia Speaks and the Equity and Inclusion Resource Group of the Campus.
  - With the nation and the state’s covid # spiking, self-care is even more important.
  - It will be on Friday 11/20 at 9:30 AM. Julia had sent out a flyer with information.
- SoTL Reading Club – Julia So (2 minutes)
  - Finally, beginning this month, the Teaching and Learning Center and the Division of Social Sciences are launching the campus-wide SoTL Reading Club.
  - It will be held on the third Friday of every month at 1:30 PM.
  - On Friday 11/20, we will start the discussion on “What is SoTL and why?”
  - Every month we will discuss a SoTL article.
- Cheryl announces Be Kind week the week after Valentine’s day, but today is Be Kind day, so be kind to someone today.
- Jerry asks about election day off for UNM, if that was just for covid or a plan in general.



- Laura says she would like to think they will keep it that way in the future, but not sure.

## 9. Adjournment

- 1:47 PM