

Faculty Assembly Newsletter | 3.2018

March 2018

 NMI VALENCIA



Contents



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TRACY OWEN
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The President's Report

Faculty
Executive
Committee
Elections

April 20, 2018

Kevin Hobbs
Faculty President

Welcome back from Spring Break!

I hope that everyone's week off allowed a bit of recharge, relaxation, and catching up. Or perhaps, like me, you waited until Sunday night to do all that grading that had been waiting for you all week. Only seven weeks until summer!

I would like to remind you of a few events that benefit our students; you might consider mentioning them during your classes or labs:

-Student Reading Series
(Wednesday, 21 March; see Justin Bendell for more details)

-Pi Day (Thursday, 22 March; see Annette Hatch for more details)

-Little Wolf literary magazine submission deadline (27 March; see Justin Bendell)

-Earth Day (Thursday, 19 April; see Kevin Hobbs for more details)

Finally, I will ask you to remember that elections for 2018-2019 Faculty Executive Committee members will occur during our final Faculty Assembly meeting of this academic year on Friday, 20 April, at 9:00 A.M. in LRC 101. Don't be shy; your colleagues need you! If you're curious about what the responsibilities might include, feel free to ask me or any other member of the current FEC. We're on the homestretch of the school year – enjoy the last few weeks.

Hobbs

The Teaching & Learning Center

Soledad Garcia-King

TLC

Faculty Connections 2018 - Call for Proposals

Faculty Connections is an opportunity for faculty to benefit from the opportunity to share professional development on a variety of topics that will help kick off the new academic year. We welcome proposals for interactive training ideas or ideas on tips and strategies others could implement in their classrooms. Sessions could cover a wide variety of topics related to instruction and technology. Sessions will be 30 minutes long and will be held concurrently on campus **Tuesday, August 14th starting at 1:00 PM**. This is a great opportunity to share your ideas with your colleagues.

Proposal Submissions

The event is open to all faculty, part-time and full-time alike.

If you are interested in teaching a session please email, Soledad Garcia-King at sgking@unm.edu by May 1, 2018. Include the title of your proposed session, a short description (50-100 words) of your session that will be published on the event catalog, and any requirements for your session (technology and classroom requirements).

Registration to attend Faculty Connections Is NOT Required

No registration for Faculty Connections is necessary. Simply attend the sessions that interest you. Sign-in sheets will be provided at the session.

Lunch

Lunch will be provided before the sessions begin.

Calendar with workshops and specific dates and times will go out soon to VFAC.

TRAINING & WORKSHOPS



Questions? Contact?
Suggestions for training?

Soledad Garcia-King

sgking@unm.edu

Technology Support

Spotlight

John Abrams, Manager

Article by Your Technical Support Team!

Your Technology Support Department has upgraded all of the Instructor machines in Health, VCTC, most of B&T and Academics baring one. I would like to speak with the folks who run the lab in A135 as that machine seems to be running a microscope. I don't want to do anything more in there until we talk.

LRC, SCC and the remaining three rooms in B&T (117, 118 and 124) will be upgraded this week or early next week. I will let you know when they have been completed.

We are continuing our 'collect all of the remaining hardware for redistribution and surplus' project. Starting this week, someone from Technology Support will be bringing paperwork to shift machines around.

The following buildings have been reported as completed: Health, VCTC and Academics. If you see any stray hardware that has not yet been claimed within those buildings, please let me know.

NEED ASSISTANCE?

Please let us know how we can further assist you in our mutual educational mission.

If you need us for anything, please put a ticket in at this URL: <http://valencia.unm.edu/campus-resources/technology-support/work-order-request.html>

If you are in front of a class or the public and need immediate assistance, please call 5-8911.

If the Administration Front Desk folks answer, please ask that Technical Support be paged on the radio. We will need your name, the room you are in and a description of the issue you are experiencing. In order to improve our ability to assist you, we have requested that your NetID be included in all tickets. This means that any staff member doing that input on your behalf will be requesting this from you.

Tech Tip!

Please remember that your down time is our busiest time. While we hope that you come back refreshed and raring to go, we will be tired from all of the projects that we pushed forward during Spring Break. But, even so, we are here for you. Do not hesitate to let us know if we need to address anything for you.

The Writing Center

Patricia Gillikin

The Writing Center Director

Happy Spring Equinox
to everyone!

A few announcements:

Student Reading Series

The Writing Center is pleased to host two more Student Reading Series events, March 21 and April 19, from 11:30 to 12. Come and listen!

Thanks Soledad!

We are grateful to Soledad Garcia-King who recently provided professional development to consultants in the grammatical differences between Spanish and English.

Multilingual Workshops

We offer workshops for Multilingual Writers every Monday and Wednesday at 12, and for Creative Writing every Thursday at 12.

Online Consultant

Students can arrange to work with a consultant online--phone and e-mail/WordOnline--by e-mailing me at gillikin@unm.edu.

Hours

Our hours are 9 to 4 Mondays through Thursdays, and 10 to 12 Fridays in the Writing Center. A Writing Consultant is also available Wednesdays 4 to 7 in the Learning Commons.

I'll end with the words of our writers from the evaluation forms they fill out after meeting with consultants:

- She was very patient and had a positive attitude.
- He was honest and didn't rush my appointment.
- She allowed me to stay in control, help me figure out my strengths for this writing assignment.
- She made me feel comfortable.
- She was very kind.
- So nice and professional!
- She makes me feel like an equal.
- I don't work well with many people. Sarah was beyond patient and understanding. We all learn different and Sarah realized that.
- She listened so well—didn't make me nervous.
- She was patient and asked me questions about my work and myself. She seemed genuinely concerned about my assignment.
- She was awesome!
- She let me think on my own.
- She was kind, informative, and patient with me.
- She is so helpful and understanding.

Library

Barbara Lovato

BATTLE OF THE BOOKS
(a statewide competition for readers 4th-8th grades)
<http://nmlibraries.org/battleofthebooks/santa-fe-area-regional-battle/>
IS COMING TO LOS LUNAS.
APRIL 28, 2018
LOS LUNAS HIGH SCHOOL

We need volunteers of
all ages (15-???) to help.

Please contact: Karin Trujillo
ktrujillo@lsschools.net
For more information

Re-carpeting project

In anticipation of the completion of the Library's re-carpeting project in mid-May, Library staff removed the existing service desk.



Book shelves that had previously been used for Reference books were re-purposed to act as a temporary service desk. Old law books were added to the shelving units to provide a false front.



Conference attendance/presentations

LeAnn Weller and Barbara Lovato attended the New Mexico Higher Education Assessment and Retention Conference held at the Hotel Albuquerque on February 21-22, 2018.

Lovato

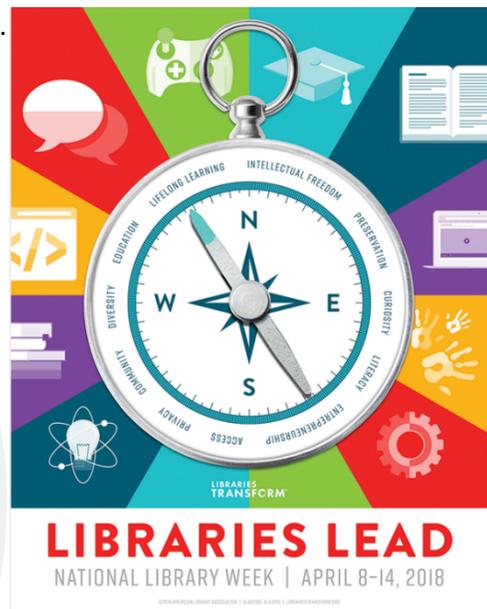
LeAnn Weller and Katherine Kelley will be presenting “Using Gamification to Propel the One-Shot to New Heights” at LOEX in Houston, Texas, in May 2018 and “Using Gamification in the One-Shot Instruction Session” at Library Instruction West in Grand Junction, Colorado in July 2018. Both presentations are based on gamification of specific library instructional activities created to increase student engagement in sessions for Valencia Campus faculty. The presentations will include playing games, information on theory and game elements, application of games to the ACRL Framework, and challenges, assessment and next steps.

Barbara Lovato will be presenting at the online Amigos Member Conference: *Maximizing Your Resources – Saving \$\$, Saving Time* on May 16, 2018. Her presentation “Re-evaluate, re-purpose, and do it yourself: How we saved money and changed spaces” will focus on the library re-carpeting project.

National Library Week: April 8-14, 2018

Sponsored by the American Library Association, National Library Week will be celebrated across the country from April 8-14, 2018 as a way to acknowledge the contributions of our nation’s libraries and librarians and to increase awareness and support for libraries.

Activities and events at our library will include displays, a website, as well as online and onsite activities which center around this year’s national theme: ***Libraries Lead.***



Library Snapshot Day at UNM-Valencia Library: April 11, 2018

Many libraries choose a day during National Library Week to capture statistics about the impact the library has in its community on a typical day. Our “Library Snapshot Day” will be on Wednesday, April 11. Beyond taking snapshots of people using the library, data will be collected and shared on number of visitors, computer use, group and individual study, printing, photocopying, scanning, and circulation of library materials. We will have an online survey for anyone who uses the library virtually and a paper survey for those who visit physically. Be sure to stop by for coffee and cookies!



Business, Technology & Fine Art

Alexa Wheeler

We have had a great first 8-weeks in BTFA .

We have had a few curriculum changes - new pre-requisites in GAME, continually streamlining academic core in all BTFA programs, getting our Manufacturing Degree up and running, adding 3 new IT Certificates geared toward Facebook, and adding a variety of program specific topics courses to test out new courses for upcoming curriculum changes next year.

James Hart and John Abrams have been working diligently at getting our IT lab up and running and courses are successfully enjoying the new hardware and software.

Jonathan Morrison's classes are almost all at or above enrollment capacity, and he has a good handful of students graduating this Spring 2018 semester with their Associate of Applied Science in Game Design & Simulation. Exciting!

Ashlie Maxwell is doing an excellent job in her new role as the CAD professor, and we are looking forward to offering Summer CAD courses this year for the first time possibly ever! Alex Sanchez will continue to mentor his practicum students next Fall.

Paige Taylor, photography professor, will have the first ever dual-credit high school gallery show at our campus' galleries this Spring/ Summer - look for information on the details in the next newsletter.

Julia Lambright is doing wonderful work with her students as you can see by the 2nd Annual Student Exhibition, as well as in the Exhibit outside of A101. She has taken on teaching Art History 101 and had sizable waitlist this semester!

Stephen Takach has been working on aligning our Business Administration degree not only with Main Campus, but with the New Mexico Business Administration Degree Consortium. He has attended multiple meetings this year with the consortium. Look for changes to that degree come Fall!

Soledad Garcia-King will be offering a Spring Intersession course - IT 293 Educational Online Tools Web 2.0. It should be a fun, productive course! Let your students who may need a Spring credit know of that option.

Unfortunately, the 8th Annual Leading Edge Student Film Festival has had to be postponed until Fall due the construction in the SCC. It may be a blessing in disguise because I feel that the Fall is actually a better time of year for the event since all of the students will have finished their Spring final projects, which are always amazing! Also, this will give Justin Romine and I time to put it all together in collaboration with our wonderful MediaArts Club members who are working on marketing materials, submissions and community donations. They are an amazing group of students!

I cannot thank Jan Pacifico enough for sponsoring and organizing the annual Soup-R-Bowl event which awards scholarships to our UNM - Valencia art students. Jan's love and passion for the arts is contagious, and the absolute success of this event proves it! Jan is a joy to work with and I thank her for the mentorship she has provided to me as a teacher. I look forward to seeing the enrollment for her Saturday Ceramics classes grow as members of the school and community catch on!

I am excited that BTFA Faculty will continue to grow our online course offerings. Tom Richardson, our advanced Art History professor, is looking to earn his certificate as an online teacher. He has been so highly evaluated by his face-to-face students that I can only imagine the online art history classes will also be a great success. In addition to Tom, Ashlie Maxwell, Julia Lambright, Stephen Takach and John Abrams are planning to also receive their online teacher certifications this Summer.

We are looking forward to an excellent 2nd 8-weeks. Cheers!

Spring 2018 Gallery Schedule-
2nd Annual Student Exhibition:
Feb. 28 – March 30
Reception- Wed., March 7
Joy Hill:
April 4 -May 4
Reception- Wed., April 11



BTFA

2nd Annual Student Exhibition

Julia Lambricht



Communication, Humanities, Education & Social Sciences

Danizete Martinez

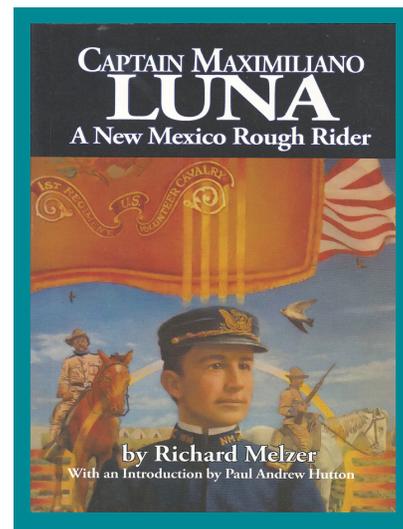


Cheryl Bryan, Ph.D.
Assistant Professor, Psychology

The CHES Division would like to welcome our newest full-time faculty member to UNM-Valencia! Dr. Cheryl Bryan teaches Psychology courses, both face-to-face and online. She has taught undergraduate courses at the community college and university levels for 10 years and online

for five years. One of her online courses, Adolescent Psychology, has earned both the Golden Paw Award from UNM and the Quality Matters designation. Cheryl has a background in supporting student success through The Graduation Project, mediation, academic coaching, and as a Global Career Development Facilitator. She enjoys working with our UNM Valencia students, focusing on improving the skills and abilities that will help them transition and succeed in further academic pursuits and in the workplace.

To unwind, Cheryl likes tending her small flower and herb garden. She also enjoys spending time with her family and friends, especially her sister/best friend who lives in Albuquerque, and a daughter who is graduating Spring 2018 from Kansas City Art Institute. Cheryl also enjoys traveling home to Seattle to spend time with another sister/best friend, as well as other family members.



Richard Melzer's *My Captain Maximiliano Luna: A New Mexico Rough Rider* has just won the best history book award by the New Mexico Women's Press Club. He has recently given a guest lecture at CNM and will be giving lectures in Las Vegas, Albuquerque, Capitan, and Alamogordo in the coming weeks.

Patricia Gillikin recently gave a three hour workshop at a statewide two day ACCE (Accelerated College and Career Education) Conference, focusing on collaborative skills, empathy, and coaching through improv and role-playing.

Patricia also presented on using improv in the classroom at NMHEAR and participated in a Student Showcase at The Box. She accompanied several of her Writing Consultants to a Writing and Language Center training at Main Campus. She attended NMHEAR, including a pre-conference session on Writing Across the Curriculum, Dream Team training at Main Campus, the online IWCA one-day Collaborative, and the one-day 2018 Annual Unidos Coaching, Advising & Counseling Collaborative.

CHESS

On Monday 2/19/2018 at noon at SCC, Valenica Speaks of CHESS presented an unusual program of Taiko Drum Lecture/Demonstration. A physicist by profession and a 2018 NM Women of STEM honoree, Anita Lee Gallegos' program attracted more than 60 students, faculty, and staff.

After the program, Annie Edwards, a culture reporter for the Daily Lobo, interviewed several students and Dean Musselwhite and wrote about the event in the Daily Lobo. Dean Musselwhite commented that events such as this "will enrich our students and teach them about things that they may not normally come into contact with." A female student was obviously impressed with Gallegos' presence as a woman in STEM while being an active community member. She said, "I thought it was really cool, because it showed that you can be successful and also still maintain cultural activities to bring to your community."

From the photos, one can tell that many members of the audience were clearly enjoying themselves while trying out the Taiko drums.

Manzano Mountain Review is seeking submissions in poetry, short fiction, flash fiction, nonfiction, and art for Issue No. 2. Go to manzanomountainreview.com/submissions for more information. This issue's suggested theme is "Summer haunts / hauntings." Deadline is April 1, 2018.



On February 16, Julia So chaperoned 10 students to tour the FBI Albuquerque Field Office. This year, Valencia students were joined by other students from the UNM Law School and Lewis University.

That day, students spent about four hours touring the Gun Vault, Evidence Room, the lab of the Evidence Response Team, and demonstration of the Weapon of Mass Destruction. At the Gun Vault, they learned the three cardinal rules when handling firearms—treat all firearms as if they are loaded, never point a weapon at anyone, and keep one's fingers off the trigger. At the Evidence Room, they learned the six categories of evidence used by the FBI and also the majority violent crimes in NM were committed in Indian nations. At the lab, they had a hands-on experience in viewing blood samples using an alternate light source. Finally, students learned about the most common homemade explosive in the nation—the pipe bomb.

After hearing that the Bureau hires professionals from all fields, one Valencia student decided to return to her initial choice of major, mechanical engineer. She will be focusing on transferring to NM Tech instead of UNM-Main.

Faculty Online Teaching & Review Committee

Elaine Clark

One thing the committee discussed is the need to recognize our faculty who put in a lot of effort in building our online offerings and creating quality in our online courses. We are working on some nice recognitions to give out during those meetings we have in the Fall when the new academic year begins. In the meantime, I do want to acknowledge a backlog of people who have done a lot in the past couple of years. I know I left some people off, so if your name should have appeared in one or more of the lists below, please let me know!

Completed our EDUC 293 training course (all 3 cr. hrs. worth) for teaching online:

- Justin Bendell (FA16)
- Steve Castillo (FA17)
- Teresa Goodhue (SU17)
- James Hart (FA16)
- Deann Jones (SP17)
- Jonathan Morrison (FA17)
- Natalie Saiz (SP17)
- Chuck Schick (FA16)
- Rudolfo Serna (FA17)
- Mychael Smith (SP17)
- Paige (Michelle) Taylor (FA17)

Completed an APPQMR (Applying the QM Rubric) workshop:

- Angelica Boyle (2016)
- Cindy Chavez (2016)
- Miriam Chavez (2016)
- Elaine Clark (2016)
- Douglas (Diego) Deane (2016)
- Soledad Garcia-King (2016)
- James Hart (2017)
- Dani Martinez (2016)
- Julia So (2016)
- Sue Taylor (2016)
- LeAnn Weller (2016)
- Alexa Wheeler (2016)
- Heather Wood (2016)

Completed other workshops given by QM.org (IYOC, DTWYL, etc.):

- Miriam Chavez (2016, 2017)
- Elaine Clark (2016)
- Sarah Clawson (2016)
- Juliette Cunico (2016)
- Dani Martinez (2016)
- Julia So (2016)
- Alexa Wheeler (2016)
- Heather Wood (2016)

Mini MES Report:

PI
DAY

Thursday, March 22

Save the date: Though the official Pi Day was March 14 (Pi minute was March 14 at 1:59 AM), we will celebrate Pi Day at Valencia campus on Thursday, March 22. Keep your eyes peeled for details to come this week!

Completed the Peer Reviewer Course through QM.org:

- Cindy Chavez (2016)
- Elaine Clark (2016)
- Soledad Garcia-King (2017)
- LeAnn Weller (2016)

Completed other training courses through QM.org that lead to serving in a role with QM (Master Reviewer, QM Coordinator, Workshop Facilitator, etc.):

- Elaine Clark (2017)
- Eileen Davis (2016)
- Irene Roselli (2016)
- LeAnn Weller (2017)

Served as Course Representative for an internal QM review:

- Elaine Clark (2017)
- Diego Deane (2018)
- Heather Wood (2017)

Served as Course Representative for a course that has received official QM certification:

- Elaine Clark (2018)

R2S2 Report

Reaching Rural STEM Students R2S2 Grant Retention Efforts, a Collaborative Approach

Carolina Aguirre

The R2S2 grant staff is busy collaborating and working on projects required by the approved grant proposal. The major objectives of the grant are retention, persistence, research, transfer and graduation. With that said, I believe the above list aligns to everyone's objectives in some format.

A key initiative in the retention area is SAGE, which is the Early Alert System implemented this semester. If you need training for using SAGE contact Lauren Oberlin or Soledad Garcia-King. The first eight weeks of the semester, usage of the SAGE Early Alert Program has promising results.

- Kudos messages; 51 sent to 28 students with reported perfect attendance and high performance.
- Early Alert messages; 92 referrals went out for 79 students with attendance or missing assignments being the primary reason for referral. Either Lauren Oberlin or the student's assigned advisor or faculty address all interventions with a phone call and two emails within a response time of 3 days

- Learning Center has addressed 13 tutoring referrals by either the arrangement of an appointment with tutor or design of workshops to address challenges in the class.

A retention and persistence component of the grant includes the use of the tutoring center, especially the STEM Center. Because of early alerts, tutoring referrals or suggestions made by faculty and through collaboration with faculty on topic and skill building needs, specialized workshops and events are available to support students. Math for Chemistry, Test Preparation, Study Groups and Chemistry Test Repair are some of the workshops designed to assist students to persist in their classes and address gaps in knowledge or skills. We also invite students to attend Math-Round ups, which are specific times for students to come in and catch up, or complete ALEKS online math work with the support of math tutors. Faculty referrals always drive tutoring attendance. Please keep up the referrals and suggestions for workshops and tutoring interventions. Next up is the Blast off to Finals,

which is a series of reviews and focused time to prepare and practice for finals. Keep an eye out for the Learning Commons monthly calendar and more announcements of events and workshops or contact Adriana Baca 5-8561, if you have workshop or tutoring ideas to support your class. Contact Lauren Oberlin, 8-8553, to learn more about the Early Alert referral system. Both Lauren and Adriana are also available for short classroom visits to promote tutoring services.

Aguirre

Title V Next Generation Project Report

Integrated
Information
Technology

IIT

Rosa Auletta

The Integrated Information Technology (IIT) program continues to grow. This semester we have 25 IT majors. This is up from our baseline of 15 students in fall 2015. Two new IIT classes went online this spring thanks to the efforts of James Hart and Soledad Garcia-King. Several students are preparing to take an industry recognized certification test later this semester. These certifications are steps toward employment for IIT students.

Distance Learning: Thank you to all the faculty who are learning to teach online and to those improving their skills in this teaching methodology. One of our grant goals is to increase the number of unique online courses from 52 to 69 by fall 2020. We are already at 67 online/hybrid courses and anticipate

more in the near future. We are also working to increase the percentage of faculty trained in distance education teaching methods from 18% to 75%. As of last fall, we had reached 41%. Our grant is supporting both training and creation of new online classes.

Travel:

James Hart attended the **Network of Things** workshops in support of his new class: Introduction to Networking.



Auletta

Phi Theta Kappa & Dr. So



Dr. So had the entire room mesmerized as she told us the story of a child waiting impatiently for a cocoon to transform into a butterfly, revealing later that the little girl in her story was in fact her daughter. She moved us to tears as she shared a video of a deaf young lady who sang like an angel, showing us how she connected to herself and was able to achieve what she wanted. Her lesson was: Change Happens from the Inside Out.

She had us all understanding that when we can connect to ourselves, the transformations in our lives can and will happen.

Tracy Owen

Phi Theta Kappa Advisor, Beta Zeta Zeta Chapter, UNM-Valencia



On March 3 Julia So was the keynote speaker at the New Mexico Regional Conference of Phi Theta Kappa. Grounded on the concept of Daniel Goleman's Social Intelligence, Julia spoke on connection, emphasizing the importance of connecting with oneself before one can connect with others; and eventually affect others.

Julia weaved through six stories—three of her own family (including her own) and three of her students—to make her point on how self-awareness



instigates self-transformation. Using the metamorphosis of a caterpillar into a butterfly as a metaphor, she also describes how one's transformation oftentimes inevitably requires one's own effort and persistence. She then expanded the concept of connection by applying Edward Lorentz's Butterfly Effect to further elaborate the significant impact one can have on others with seemingly insignificant small actions.



Tracy Owen, academic advisor of the Beta Zeta Zeta Chapter said, "Dr. So had the entire room mesmerized as she told us the story of a child waiting impatiently for a cocoon to transform into a butterfly, revealing later that the little girl in her story was in fact her daughter. She moved us to tears as she ended her talk with a video of a young lady who became deaf at an age of 18; and learned to carry a tune in perfect pitch. Singing like an angel, the young lady has showed us how she connected to herself and was able to achieve what she wanted. Julia's lesson was: Change Happens from the Inside Out. She had us all understand that when we can connect to ourselves, the transformations in our lives can and will happen."

Danizete Martinez

Join us to learn more about careers in IT, with
Denise Hobbs from Oracle

Tuesday, April 10th

12:00 to 1:00

LRC101C



ORACLE®



VALENCIA



Join us for a celebration of
Women's History Month,
with a panel of female leaders
from Valencia County:

*Alice Letteney, Mary Merrell, Nancy
Montoya, and Dana Sanders*

Thursday, March 29th
10:30 to 11:30, Room A101





Faculty Assembly Meeting Draft Minutes
Wednesday February 21, 2018 (1:30 – 3:00 PM)
LRC 101

In Attendance:

Rosa Auletta
Justin Bendell
Marji Campbell
Miriam Chavez
Elaine Clark
Benjamin Flicker
Victor French

Soledad Garcia-King
Patricia Gillikin
Kevin Hobbs
Barbara Lovato
Danizette Martinez
Mary Moser-Gautreaux
Laura Musselwhite

Melanie Sanchez-Dinwiddie
Mychael Smith
Julia So
Stephen Takach
Tracy Terry
LeAnn Weller
Alexa Wheeler

Guests: Maisie Baca & Lauren Oberlin

1. Call to order
President Hobbs called the meeting to order at 1:30 PM.
2. Acceptance of Agenda
Patricia Gillikin motioned to accept the agenda. The motion was moved by Melanie Sanchez-Dinwiddie.
3. Approval of Minutes
The motion to approve the minutes was moved by Patricia Gillikin, and seconded by Melanie Sanchez-Dinwiddie.
4. Chief Executive Officer Report
 - We will receive 2% salary increase.
 - UNM-Valencia will have \$98K increase in the budget; however, after benefits are taken into account of, we will be level-funded.
 - UNM-Valencia's budget is in the black while other community colleges in the state are in the red. The amount ranges from \$16K to \$114K.
 - As of Fall 2017 UNM-Valencia had 66 students on the lottery scholarship.
 - The enrollment at UNM Main is down 4%. Ours is fine.
 - Matthew Shumway is leaving for AZ. Dr. Letteney recently met with Rick, Laura, and Soledad and have decided to request a higher position in classroom support to replace Matt.
 - Main Campus refuted the rumors about the elimination of the Academic Dean position at branch campuses, as well as the part about branch campuses' finance being done at Main.

- Dr. Letteney spoke with Congresswoman Michelle Lujan Grisham about The Prosper Bill that is sponsored by Virginia Foxx of N. Carolina. The proposed bill has a changed requirement for Title III institutions that pertains to a requirement of 25% graduation rate of minority students instead of a 25% enrollment rate.
- UNM-Valencia has raised over \$6,000 at the campus' super bowl event.
- She called for volunteers for the Denim and Diamonds Gala. We will have craft beer.

5. Dean of Instruction Report

- Dream Zone training will be held at Valencia on two Fridays (4/27 and 5/4).
- To celebrate Women's History Month, a panel discussion, *Woman Leaders in Valencia County*, will be held at A101 on March 29 at 10:30 AM. The panelists are Alice Letteney, Dana Sanders, Nancy Montoya, and Mary Merrell. Laura will be the moderator.
- UNM-Valencia's annual Town Hall will be on 3/21 WED at 11 AM. It will end before the Assembly meeting.
- Chaouki Abdallah will return to the Provost Office on March 1.

6. Treasurer's Report (1 minute)

- Justin Bendell reported a balance of \$486.67 in the budget.

7. Faculty Assembly Standing Committee Reports

a. Adjunct Faculty Committee

Ben Flicker had nothing to report.

b. Communications Committee

Alexa Wheeler informed the Assembly about the new format of the newsletter.

c. Conflict Resolution Committee

Mary Moser-Gautreaux announced that a conference on active listening is coming up.

d. Curriculum Committee

Justin Bendell stated that the Curriculum Committee had reviewed the programs of Criminology and Construction, among others. CNA will be reviewed in April.

e. Faculty Handbook Committee

Elaine Clark announced some upcoming changes on the Faculty Online Teaching and Review Committee section of the handbook. She will send the changes out to the Assembly to seek feedback.

f. Faculty Professional Development Committee

Ariel Ramirez announced a balance of \$1017.00 in the budget.

g. Faculty Program Development Committee

LeAnn Weller announced that the Committee will send out a flyer on its next program.

h. Faculty Online Teaching & Review Committee

Elaine Clark announced that the Committee currently is revising the student orientation module. Next Fall, a postcard will be mailed to all online students reminding them to complete the orientation before class begins. Instructors are requested to ask for a copy of the Certificate of Completion from their students. There will be a generic email address for online learning. A 3-credit-hour training will be available for those who want to teach an online course. Soledad is in the process of creating a one-hour course. Tuition remission is available.

i. Faculty Senate Representative

Dani Martinez reported for Cheryl Bryan who has not attended any Faculty Senate meeting yet. Thus, there was nothing to report to.

8. Other Committee Reports

a) Section F Committee— Elaine Clark

- The Section F Task Force is working on two more sections in the Handbook.
- A test case on F90 is currently at the Provost office. It pertains to the required credentials when hiring Math instructors.

b) Assessment Committee—Tracy Terry

- Tracy asked division chairs to remind faculty who are responsible for submitting core courses that the assessment information is on the Valencia website (the instructions is also attached to this set of minutes). If one teaches multiple sections, the faculty needs to compile all data from all sections.

c) Student of the Month – Patricia Gillikin called for nominations.

9. President's Report (3 minutes)

President Hobbs has nothing to report.

10. New Business / Announcements

a. Maisie Baca

- Discussed the importance of faculty completing the Satisfactory Academic Progress (SAP) requirement that students present to them. The form requires the students to meet with their instructor and review Part A of the form then come up with two SMART goals to help them successfully complete their course. An email was sent out earlier with the basic information regarding this process. Please contact Maisie if anyone has any questions.
- Maisie went over the new scholarship software, Award Spring. The link for students to apply is unmvalencia.awardspring.com She asked the faculty to encourage their students to apply.
- She discussed that her office offers financial coaching, Student Success Series (SSS) workshops throughout the semester. Any faculty members who have a student who is struggling financially, please contact her or ask the student to contact her. She will discuss options to help the student.

b. Soledad Garcia-King (10 minutes)

- The mediasite is not working properly for some classrooms. If the recording is not working or if a classroom is not equipped with a recorder, one option is to use Kaltura Capture Space Lite in Bb Learn. She demonstrated how to use Kaltura Capture Space Lite.

c. Lauren Oberlin

- Lauren said UNM-Valencia has had about 34 faculty members trained in SAGE. Those who have not can self-train via a guide that was sent by email. In the first month after SAGE was launched, 55 students were reached out to via Early Alert, and 44 received positive Kudos messages from faculty. Many of the Early Alert referrals lead to early intervention for students who were struggling in other classes as well.

11. Adjournment

The meeting was adjourned at 1:40 PM

Next meeting will be on March 23, 2018.

*Attachment: Core Course Assessment Guidance

Core Course Assessment Guidance
Teaching and Learning Assessment Committee

One report should be submitted to the Teaching and Learning Assessment Committee (TLAC) for each core course offered during Summer '16, Fall '16, and Spring '17 semesters at UNM-Valencia.

- See the Core Course List where core courses are listed by Academic Area.
- For courses that have **multiple sections** taught during the '16-'17 academic year, all sections of each core course offered at UNM-Valencia should submit data to the author of the report covering the same Student Learning Objective(s).
- For courses with only one instructor on record, that instructor should author the report.
- For courses with more than one instructor on record, the Division Chairs or Subject Coordinators should identify who will author the report.
- Sections of **dual credit** and online courses should submit data for analysis. If multiple sections are offered, only one report for the course should be written. Data for dual credit and online sections may be analyzed separately in the report or combined with data from other sections as desired by the instructors and/or report authors.

All Student Learning Objectives (SLOs) for a course should be analyzed on a 1-3 year rotation for each course.

- Student Learning Objectives for each core course may be found on the Teaching and Learning Assessment website where they are posted by Academic Area.
- If multiple sections for a course are being assessed, all sections should assess the same SLO(s). It is *recommended* that data be collected on a shared assignment or a shared set of questions on an exam, but that is not *required* for the report.
- Most courses will need to assess more than one SLO per year in order to complete the cycle of assessment in 3 years.

Final versions of Core Course Assessment Reports are due by May 19th to the Teaching and Learning Assessment Committee. Reports may be submitted earlier in the semester.

- Graded rubrics and comments on the report are due to The TLAC Chair by June 1st.
- Multiple summary reports by the TLAC Chair and UNM-V Representative to the Provosts Committee on Assessment are due throughout the summer beginning June 15th.

The report should follow the format in the Core Course Assessment Report Template.

- The report should only contain the information requested in the report template.
- If you have questions on how to use the report template, contact the TLAC Chair.

All supporting information should be combined into one appendix file. Supporting information includes the following:

- Documentation of improvements/revisions made in the course's curriculum (changes to syllabus, new activities, etc.) as a result of last year's assessment
- Blank copy of the assessment instrument(s)
- Aggregated assessment data/results
- Documentation of improvements/revisions to be made in the course's curriculum (changes to syllabus, new activities, etc.) as a result of this assessment



**Faculty Assembly Meeting Draft Agenda
Wednesday March 21, 2018 (1:30 – 3:00 PM)
LRC 101**

1. Call to order (1 minute)
2. Acceptance of Agenda (1 minute)
3. Approval of Minutes (1 minute)
4. Chief Executive Officer Report (10 minutes)
5. Dean of Instruction Report (20 minutes)
6. Treasurer’s Report (1 minute)
7. Faculty Assembly Standing Committee Reports
 - a. Adjunct Faculty—Ben Flicker (3 minutes)
 - b. Communications—Alexa Wheeler (3 minutes)
 - c. Conflict Resolution— Mary Moser-Gautreaux (3 minutes)
 - d. Curriculum—Justin Bendell (3 minutes)
 - e. Faculty Handbook—Teresa Goodhue (3 minutes)
 - f. Faculty Professional Development—Ariel Ramirez (3 minutes)
 - g. Faculty Program Development—Jami Huntsinger & LeAnn Weller (3 minutes)
 - h. Online Teaching—Elaine Clark (3 minutes)
 - i. Faculty Senate Representative—Cheryl Bryan (3 minutes)
8. Other Committee Reports
 - a. Section F Committee— Elaine Clark (3 minutes)
 - b. Assessment Committee—Tracy Terry (3 minutes)
 - c. Student of the Month – Josh Owen (3 minutes)
9. President’s Report (3 minutes)
10. New Business / Announcements
11. Adjournment



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