



Faculty Assembly Meeting Approved Minutes
Friday, February 12, 2020 (1:00 – 2:30 PM)
Zoom Meeting URL: <https://unm.zoom.us/j/414697641>

40 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	Benjamin Burnett
John Bollweg	Benjamin Flicker	Victor French
Veronica Salcido	Nancy McLendon	Tina Zuniga
Joe Chavez	Alice Letteney	Karen Walter
Andisheh Dadashi	Juliette Cunico	Sarah Clawson
Kat Gullahorn	Precious Andrew	Clifton Murray
Teresa Goodhue	Ian Burch	Alice Chouinard
Tammi Duncan	Jose Sanchez	Nancy Engler
Andy Taylor	Melanie Sanchez-Dinwiddie	Ariel Ramirez
	Piotr Filipczak	



1. Call to Order (1 minute)
2. Acceptance of Agenda (1 minute)
 - Motioned: Juliette Cunico
 - Seconded: Sarah Heyward
3. Approval of Minutes (1 minute)
 - Motioned: Elaine Clark
 - Seconded: Justin Bendell
4. Chancellor's Report – Alice Letteney (10 minutes) (20)
 - Budget including 1.5% cost of living raise
 - Reports of STEM advisory meeting
 - Good job we and the staff are doing on the STEM grant.
 - Grant will end Sept. 30th of this year.
 - Students that the STEM grant chose, that were going to be the least successful students, ended up doing at least as well or better in all but one category, when compared to other STEM students.
 - New Title IV grant
 - Title III grant announced soon, so asking people in math and science if they have ideas about how we can strengthen, expand, our undergraduate program, or improve how we teach math classes.
 - Important for us to take advantage of this money.
 - Voted on by congress a year ago December.
 - A five-year grant
 - Elaine asks if she could get a copy or a link to the Title III grant which explains what objectives we would need to meet.
 - Alice says we don't have it yet, but Veronica can send us the previous announcement from the last version. Don't think it will be much different this time around.
 - Putting off any celebration for the workforce finishing their work.
 - Thanks to Elaine for working on pathways initiative
 - Cheryl asks if the grant is limited to STEM, and the answer is yes.
 - Veronica says it's general science, things where students transfer to complete a degree in science, engineering, math, etc.
 - These grants are focused on getting student into four-year colleges.
 - With Biden administration, Alice says there will be a lot more STEM opportunities coming our way in the near future.
 - The Title III is department of education.
 - For those of us in the humanities, there is a possible humanities grant mentioned in an email. This grant has awarded seven nationally, so generally Alice thinks perhaps we shouldn't go after one with such a small success probability.
5. Dean of Instruction Report – Laura Musselwhite (10 minutes) (7)
 - A101 is on the pathway to completion.
 - Took them a long time to take the floor out.



- Yesterday they were working on the light fixtures.
- Today they took down the electricity in the building so they could remove the really old tech panel in the back of A101.
- That will be done pretty quickly, so come see that in the Fall.
- Scheduling
 - Planning for Summer to be online, and want to try to get back to a more balanced pattern with more face-to-face classes in the Fall.
 - Be thinking about the possibilities for your classes, and the modality that you would be comfortable with.
 - Looks like about a half-and-half situation, where about half want to go back to face-to-face, and the other half don't want to yet.
 - Cheryl asks if we will have reduced class sizes in the Fall if we teach face-to-face.
 - Laura says she would be uncomfortable going immediately back to putting 30 students in one room, so yes, we will probably reduce the class sizes.
 - Sarah asks about adopting oil painting at home if they have to continue teaching online. Laura says that would be fine.
- 6. Pathways Initiative – Elaine Clark (15 minutes) (20)
 - Started about 20 years ago, or something like that.
 - Mostly in the K-12 environment, at first, but has been moving up to higher ed.
 - Book: The pathways model or redesigning America's community colleges. Copyright for the book is 2015, the book is "the bible of the pathways model."
 - Funded by Title V PASOS grant.
 - Getting this pathways model to work is going to require everyone to contribute.
 - Cafeteria college: Started after WWII, gets students interested, but doesn't get them to stay.
 - Structural overhaul of how community colleges conduct business.
 - Give more guidance to students.
 - Curricular reforms.
 - Trying to reach our students better, especially under-prepared students.
 - What we need is a holistic view of the college experience, especially from a first-generation student perspective.
 - Pathways re-development
 - Going to re-think how we do placement.
 - Figuring out if the programs are requiring the appropriate course.
 - Maybe give more direction on the GenEd courses and those essential skills.
 - Map for what courses you need to complete the degree, but it doesn't show hidden prereqs and it assumes certain things, for example that the math student is starting their first semester in Calc 1.
 - Mentoring students more regularly, to avoid students making it two years into a degree and then deciding they want to change their major.
 - Organizing some joint professional development events



- Spoke about the possibility of a longer workshop on active listening and micro aggression, and maybe including staff in addition to faculty, so everyone is discussing the same important issues.
 - Try to provide some more wrap-around services, which are academic and non-academic supports for students so that they can succeed.
 - Resource hub and peer mentoring.
 - Mappings that say once you get this degree, where can you go work in industry, and what other schools can you transfer to.
 - John puts up a relevant chart to share some information.
7. Adverse Weather Cancellation Policy – Jerry Godbout (5 minutes) (8)
- The guidance when there is adverse weather is not as clear as it could be.
 - What do we do about remote-scheduled classes when there is bad weather?
 - Laura says the provost office would rather us say that if we are cancelling some classes, then we are cancelling all classes.
 - Some students have to drive somewhere to get their internet.
 - For asynchronous classes, Sarah Heyward asks what the due date extension should be. Perhaps a 48-hour extension in case the next day they are busy with work, for example.
 - Jerry says he doesn't have an issue with the provost point of view, as long as we have a set of words to send out in the notices that make it clear what is going on.
 - Laura reads exactly what language main campus has suggested to use. "UNM will be closed, including online and remote delivery classes on this day due to weather." Text message. The suggestion for delay message: "UNM will be delayed, including online and remote-delivery until 10 AM."
8. Treasurer's Report – Cheryl Bryan (1 minute) (1)
- Same as it was last time.
 - We have \$500 in the treasury, plus \$100 for copying.
 - Elaine asks what the \$500 can be used for. Maybe we can use it to offset needs of people working from home.
 - Cheryl has a spreadsheet showing the different categories of things that the money can be spent on.
9. New Teaching Awards from the Teaching Enhancement Committee – Charles Paine (10 minutes) (10)
- For the first time ever, they have two teaching awards that are only for branch campus teachers.
 - It was only last year that branch campus teachers were even eligible for these awards.
 - Branch campus tenure track teacher of the year award
 - Branch campus lecturer of the year
 - Both come with \$1250
 - People need to be nominated, but they can self-nominate.
 - It is still not posted on the website, the descriptions of these awards.
 - Cheryl says she can send out those descriptions in an email.



- Get the word out to your students and all your faculty so they can nominate their faculty.
- The application process has been made easier.
- <http://cte.unm.edu> to nominate someone. Click on teaching excellence. Awards, grants, and fellowships.
- This is money that was made available because a teaching allocation grant could not be used because of Covid.
- There is an overall teaching award for adjunct faculty, which branch campus faculty can be nominated for.
- The deadline for nominations is February 15, but that will need to be extended.

10. Standing Committee Reports

a. Adjunct Faculty – Juliette Cunico (2 minutes) (5)

- The number of adjunct faculty becoming involved is going up.
- Valencia website, staff listing and descriptions.
 - It lists our name and our position, and that is it.
 - Would it be possible for there to be a list on the website that presents in more detail what each of these folks do?
 - Alice mentions sometimes things aren't listed, just because they do not pertain to what they are teaching.
 - Juliette says she will take a look at it again a little more closely, and maybe make some suggestions.

b. Conflict Resolution – Cheryl Bryan (2 minutes)

- Having a meeting later this week.
- Working more with central campus.
- Moving forward working to get impartial mediators for conflict resolution.

c. Cultural Enrichment – Laura Musselwhite (2 minutes) (1)

- They are doing the best they can with virtual events.
- Cancelled several things already.

d. Curriculum – Laura Musselwhite (2 minutes) (1)

- We have all of our stuff in the pipeline for curriculum.
- Focusing on program review: liberal arts, studio, auto tech.

e. Faculty Communications – Heather Wood (2 minutes) (2)

- A couple of new things on the faculty website.



- A new early alert form. Notify advisors if you have students who are struggling. Also, the student's ID number.
 - Minutes and the agendas as well for all of the FA meetings.
 - If you need anything updated, let Alexa or Heather know.
 - Elaine mentions that Julia shared with the chair council a fillable PDF form for professional development that Scott Kamen has converted from the WORD version. Julia said it is not on the website yet, because there will be some minor changes.
- f. Faculty Handbook – Nancy Engler (2 minutes) (2)
- Haven't had any requests for changes.
 - If anyone has changes to request, need to get them to the committee one week in advance of the FA meeting.
 - Julia asks about what Nancy was presenting when her internet cut out at the last FA meeting.
 - Nancy reminds us that it wasn't actually a change to the faculty handbook, because it was something inherited from the central campus handbook. Julia agrees that it didn't require a vote.
 - Julia suggests that if a committee chair is presenting, have a backup in case the internet goes out during the presentation. Julia's suggestion is duly noted by Jerry.
- g. Faculty Online Teaching and Review – Alexa Wheeler (2 minutes) (7)
- A few announcements about the teaching committee.
 - Session one of the BB jumpstart has now finished.
 - Session 2 will open up on March 1st.
 - Details are in the email.
 - Being pretty strict about the start and stop times.
 - Will send out another reminder.
 - Training day on how to use our review rubric for full course reviews.
 - A google document that is integrated for our campus
 - Difficult, but not nearly as difficult as QM was.
 - 5 full course reviews per year, in the form of a workshop.
 - 10 initial reviews per year, which are quicker and simpler.
 - It is not for judging or part of your annual review, but to learn from each other and teach the best classes we can.



- Faculty were required to have online training in order to teach online, but during the pandemic that changed.
 - Once the pandemic is over or we go back to normal, we are going to require the online training again for anyone who wishes to teach online classes.
 - Everyone should try to get training anyway, even if it is technically not required at the moment.
 - No longer accepting the CNM training in place of ours, unless it was before Fall 2020.
 - Cheryl asks about the full course review. Will there be designations given? There will be some kind of a badge associated with it, that you can post in your course so that you have that designation in that course. OQA awards. Online Quality Assurance.
- h. Faculty Professional Development – Scott Kamen (2 minutes) (7)
- Still accepting requests for professional development funds.
 - Clarification about the reimbursement process.
 - Submit application to Scott Kamen.
 - If/when they approve the request, Scott will CC you when he sends the approved form to Debra Venable.
 - Send your receipts to Debra Venable for reimbursement.
 - She won't be able to give you the reimbursement until the event or conference has happened.
 - Memberships are reimbursed as soon as you spend money on the membership.
 - Sarah Heyward asks if this goes through payroll?
 - Language could be made clearer on the form.
 - Joe Chavez asks if certifications are covered. Answer is yes.
- i. Faculty Program Development – Benjamin Flicker (2 minutes) (4)
- Working with staff program development to try and develop some joint professional development opportunities between faculty and staff.
 - Had our first one last week, meeting again this week.
 - Trying to keep the faculty professional development calendar updated on the UNM-VC website.



- Coming up next week are deadlines for scholarships at central campus. ECURE. Student Experience Project. Available for all faculty. Real short application process.

j. Faculty Senate Representative – Alexa Wheeler (2 minutes) (3)

- Sent out a lengthy email regarding a faculty senate resolution to divest from fossil fuel industry.
- Next faculty senate meeting will determine if they support this or not. Need our opinion to make sure Alexa represents us when she makes her vote.
- Issues with branch campus students getting unfair treatment when compared to other students.

11. New Business / Announcements

- Be Kind Week – Cheryl Bryan (2 minutes) (5)
 - Next week is Be Kind Week.
 - This year focusing on food. Collecting non-perishable food and checks to be used for food.
 - New website for Be Kind Week, which will have more information. Website will be up before Monday.
 - Writing letters to people at a couple of nursing homes in the area.
 - Juliette mentions that the letters to the nursing home residents will be delivered in a packet to the nursing home itself, and then the activities director will distribute those letters to who is most in need of that kind of support.
- Faculty Assembly Improvement Taskforce (FAIT) Proposal – Justin Bendell (5 minutes) (3)
 - FAIT met earlier this month to discuss what to concentrate on.
 - Over half-way done with the things we wanted to accomplish.
 - Email went out to everybody on the VFAC-L list right before the FA meeting.
 - What to focus on now?
 - Dual credit reform
 - Mentorship system for FEC presidents
 - Empowering and invigorating standing committees
 - Review the notes that were sent out in the email for FAQ.
 - Some of the proposals would require changing the constitution.



- Announcement of Self-Care presentation by a Valencia Alumna on March 5 at 9:30 AM – Julia So (2 minutes) (1)
 - Follow-up to a presentation that “Valencia Speaks” was trying to present last semester.
 - Catalina Nunez is a UNM-Valencia alumna, and she agreed to offer a self-care workshop for everybody, not just faculty, students and staff as well. Friday, March 5 at 9:30 AM. Julia will send out more info as we approach the date.

12. Adjournment (2:48 PM)