



**Faculty Assembly Meeting Approved Minutes
Wednesday September 18, 2019 (1:30 – 3:00 PM)
LRC 101**

In Attendance:

- | | | |
|------------------------|----------------------|-----------------------------------|
| 1. Jerry Godbout | 9. Tina Hite | 18. Juliette Conico |
| 2. Justin Bendell | 10. Ben Flicker | 19. Victor French |
| 3. Stephen Takach | 11. Ariel Ramirez | 20. Greg Barnett |
| 4. Cheryl Bryan | 13. Julia So | 21. Scott Kamen |
| 5. Marji Campbell | 14. Alexa Wheeler | 22. Teresa Goodhue |
| 6. Soledad Garcia-King | 15. Heather Wood | 23. Nancy Engler |
| 7. Patricia Gilliken | 16. Kat Gullahon | 24. Melanie Sanchez-
Dinwiddie |
| 8. Elaine Clark | 17. Michael Carrierr | |



1. Call to Order (1 minute)
 - **Meeting Commenced at 1:30PM**
2. Acceptance of Agenda (1 minute)
 - Melanie = Motioned
 - Alexa = Seconded
3. Approval of Minutes (1 minute)
 - Mary = Motioned
 - Elaine = Seconded
4. Dean of Instruction Report—Laura Musselwhite (0 Minutes)
 - Dean Musselwhite was not present due to conference attendance
5. Treasurer’s Report—Stephen Takach (1 minute)
 - \$500 in the Faculty Assembly Budget
 - \$31.66 in the snack fund
6. AY2019-20 Officer—Election of Faculty Assembly *everything* (10 minutes)
 - President:
 - i. Melanie nominates Jerry
 1. No Actively Opposed
 - a. Jerry is elected Faculty Assembly President (AY2019-2020)
 - Vice-President
 - i. Stephen Takach remains Faculty Assembly Vice President (AY2019-2020_
 - Secretary
 - i. Elaine Nominates Greg Bernette
 1. No Actively Opposed
 - a. Greg is elected Faculty Assembly Secretary (AY2019-2020)
 - Members-At-Large
 - i. Elaine nominates Kat
 1. No Actively Opposed
 - a. Kat is elected Faculty Assembly Member-at-Large (AY2019-2020)
 - ii. Elaine nominates Juliette Conico

7. Faculty Assembly Standing Committee Reports
 - a. Adjunct Faculty (2 minutes)
 - a. No report
 - b. Communications (2 minutes)
 - a. Alexa = chair
 - b. Heather = newsletter
 - c. Jerry = LISTSERV
 - d. Please send any missing information from the website to Alexa
 - c. Conflict Resolution (2 minutes)
 - a. No conflict to report
 - b. Please send requests if you need any assistance
 - c. 4-day training (Ombudsman training)
 - d. Curriculum (1 minutes)
 - a. Kat reports there is nothing to report (Barbara Lovato was absent)
 - e. Faculty Handbook (2 minutes)
 - a. Online = Nancy is chair
 - b. Julia says handbook online is not updated for “office hours”
 - c. Alexa says let her know if not correct
 - f. Faculty Professional Development—Ben Flicker & Ariel Ramirez (2 minutes)
 - a. Form is online
 - b. Printed versions next to faculty mailboxes
 - c. Have \$11,208 through June 2020 (\$3,000 has been requested)
 - d. \$750 full-time
 - e. \$300 adjunct
 - f. Julia asks about turnaround time
 - g. Ariel responds 3-4 business days
 - h. Dean Laura Musselwhite is on the committee
 - g. Faculty Program Development (2 minutes)
 - a. Professional Development Calendar is online and can be added to “Google Calendar”
 - b. Justin says “I signed up for the calendar and it is awesome”



- h. Online Teaching—Elaine Clark (10 minutes)
 - a. OLC is the current // Sloan C = Not as structured
 - b. Elaine shows how to create an account on OLC
 - i. Membership/affiliation = UNM-Valencia
 - 1. Once affiliated = full access to all content
 - ii. Consult tab = Scorecard (OSCAR = Course Design Scorecard)
 - c. This Fall = Soledad to go to OLC conference
 - d. This Spring = Trainings on How Online Committee will review Online Course Design
 - e. Elaine has been meeting with other campus's "Online Teaching" and trying to generate a consistent expectation of online courses
 - i. Faculty Senate Representative—Cheryl Bryan (2 minutes)
 - a. "Faculty Governance Retreat"
 - i. Cheryl wants them to strengthen with branch
 - ii. President of Faculty Senate wants to come down and meet with new Faculty Executive Committee
 - b. Unionization
 - i. Must vote on UNM-Valencia Campus
 - ii. Juila asks "Can a chair legally send information about the vote"
 - iii. Jerry says "Provost sent out a message stating 'I cannot vote, but if I could, I would vote NO'"
 - iv. Floor discussion about managers sending their opinion/information
 - v. No six month probation
 - vi. Alexa says Request absentee ballots by October 1st and they need to be received by October 17th
 - vii. Ben adds "you have to be 'Absent' for 'absentee ballot'"
- 8. Other Committee Reports**
- a. Student of the Month (2 minutes)
 - a. Encourages nominations
 - b. Gives reasons to nominate
 - c. Provides updated information on faculty website
 - d. Kim/Josh/Melanie/Heidi are the individuals to email with nominations
 - e. Student of the Month for September has October 3rd, 2019 deadline



- b. Teaching and Learning – Ben Flicker (5 minutes)
 - a. Program assessment by October 31 (Gen Ed Core Courses need to remember the new program)
 - b. Ben says “Division chairs of Gen Ed need to send which section/courses they will be assessing (i.e., send the plan to Ben)”
 - c. Ben says “contact me with questions about assessment”
 - d. Julia asks “when do you want the Plan”
 - e. Ben responds “by November 1st”
 - f. Julia requests “please send assessment form out two weeks out, not one week out”

9. President’s Report—Justin Bendell (5 minutes)

- “reformist” how can Faculty Assembly be better...that is the goal of tenure
- Please complete Survey by October 15th, 2019 (Justin will tabulate the results and report)
- Cheryl asks if anonymous
- Justin says “should be”
- Justin reminds about Union Vote on October 16th/17th
- Chairs cannot vote
- Visiting cannot vote

10. New Business / Announcements

- Cheryl = “Be Kind Week” □ forming a committee
 - Justin = Mansion Players □ Wednesday, September 25th, 2019 @1:30PM [“Spirits of Valencia County”]
- Kat = Banned Books Week and “Social Censorship of Women” by Julia So and “ASL Community in the Library” and “Information Session Requests” and “Lobo Card Badges”
- Elaine = Soledad and Elaine to present “Course Template” for online courses
 - Julia asks “are we required to use”
 - Elaine responds “No, just trying to reduce student cognitive load
 - Cheryl adds “gives new faculty the QM basis without the work”
- Tina = Wellness Expo/Job Fair/Bio Blitz □ Wednesday, September 25th, 2019
- Alexa = A.) Union Meetup □ October 3rd, 2019 (2 drinks plus appetizers at Ribs in Los Lunas and B.) Union Meetup □ September 20th, 2019 (2 drinks plus appetizers at Kelly’s Brew Pub in Albuquerque)
- Faculty Art Show □ Julia is the contact and the reception is mid-October

11. Adjournment

- **Meeting Adjourned at 3:30PM**