



Faculty Assembly Meeting Approved Minutes
Wednesday October 17, 2018 (1:30 – 3:00 PM)
LRC 101

In Attendance:

John Abrams	Kevin Hobbs	Mychael Smith
Justin Bendell	Alice Letteney	Julia So
Cheyrl Bryan	Barbara Lovato	Stephen Takach
Marji Campbell	Jonathan Morrison	Tracy Terry
Miriam Chavez	Laura Musselwhite	Heather Wood
Elaine Clark	Ariel Ramirez	Alexa Wheeler
Patricia Gillikin		

Guests: None

1. Call to Order (1 minute)
 - a. Meeting was commenced at: 1:32PM
2. Acceptance of Agenda (1 minute)
 - a. Amended agenda, talk about Ariel Ramirez/Mychael Smith Election last meeting later in the meeting
3. Approval of Minutes (1 minute)
 - a. Elaine Moves
 - b. Margie Seconds
4. Chief Executive Officer Report—Alice Letteney (10 minutes)
 - a. Internships – to Patricia Gillikin “If our students could write resumes and scholarships/internships”
 - i. HAACU – Week in Washington DC, wonderful if our students can get these scholarships
 - ii. Patricia replies – We can find time to ensure that students
 - iii. Cheo Torres was impressed by the chemistry conference that was held at UNM-Valencia
 - iv. Searches at the University
 1. Provost Search
 2. VP for Admin – Rich Goshorn
 3. Enrollment Task Force Committee – Alice Letteney
 - a. Closed our section last year without telling UNM-Valencia
 - i. Wants to stay close to Terry Babbitt
 - ii. Acknowledge transfer students as a potential source of enrollment for them

- iii. Terry Babbitt didn't measure transfer
 - iv. We need to make an effort to raise awareness about transfers
 - b. STEM chemistry teacher
 - i. Need main to support our students more as they transfer
 - c. Terry Babbitt is now in charge of analytics
 - i. Alice wants to learn more about the data because it could be useful
 - d. Regents meeting (finance and Facilities)
 - i. UNM-Valencia reserves are higher than what Higher Ed recommends (3-5%)
 - ii. Working hard on the workforce center
 - 1. High employment = low CC enrollment
 - a. We should be training the workers that are working in Valencia County
 - 2. "I would not recommend another site, but UNM-Valencia has a special situation because of the economic development going on in the area
 - a. We have a case study happening, presenting to the regents, and then go to the legislature (we are not asking them for money, just to lift the moratorium on having an off-campus site)
 - 3. Question: Elaine, Westside center would be workforce?
 - 4. Answer: Alice says it is best to sell it as a "workforce" center, best to go through the legislature, and will be the center of this initiative
 - 5. One thing that we have thought about for years is to get more money for dual credit enrollment
 - a. 33% of our enrollment is Dual-Enrollment
 - i. For the past several years we have talked to the legislature
 - ii. We don't get tuition funding for this dual-enrollment
 - b. Special project for all of the branches to ask for additional funds to supplement the Dual-Enrollment Program

5. Dean of Instruction Report—Laura Musselwhite (10 minutes)
 - a. Newsletter, look at events
 - b. Thank Tracy, and Jerry and volunteers for the chemistry conference
 - i. Got nationwide academics on this rural campus
 1. They seemed to be very impressed
 - c. Curriculum work
 - i. Reaching a fever pitch for NOVEMBER 1st, 2018 Deadline
 1. Dean has been working with the chairs, the forms are going to the curriculum committee
 - d. APR
 - i. Some in, some not in, that's fine as long as you can get them in by Friday, October 19th, 2018
 1. Question: Will you be sending back the APRs if there are errors
 2. Answer: Not unless there are "serious" errors
 3. You will get one copy back
 - e. December 2018
 - i. UNM Annual trainings that are due (December 1st, 2018)
 1. 1.5 months to get them done
 - a. Go to "Learning Central" to find the three (3) trainings
 - f. Dean is Out of Town
 - i. Wednesday, October 24th– Friday, October 27th, 2018
 1. Trustees Conference (Dean will be attending with some of the Board Members)
6. Treasurer's Report—Justin Bendell (1 minute)
 - a. \$491.11 in the stock pile (\$9 got spent on curriculum committee since September 2018)
 - b. \$48 and change in the "Snack Fund"
7. Faculty Assembly Standing Committee Reports
 - a. Adjunct Faculty—_____ (2 minutes)
 - a. *No Members Present*
 - b. Communications—Alexa Wheeler (2 minutes)
 - a. All things are good
 - i. The newsletter is out
 - ii. The website server space was expanded
 - b. Still looking for someone to take over the newsletter
 - c. Conflict Resolution—_____ (2 minutes)
 - a. Laura Musselwhite
 - i. Policy and protocol is in place, no need to meet
 - ii. Question: Elaine – Ombudsman office is doing their spring training
 - iii. Answer: All people can go through the conflict mediation training
 - d. Curriculum— Barbara Lovato (2 minutes)

- a. We are meeting to go over the program forms to submit based on the changes that have been made
- b. Main campus is doing the same (looking at grad and undergrad programs)
- c. Hope to get all those forms in on time
- e. Faculty Handbook—_____ (2 minutes)
 - a. *No Members Present*
- f. Faculty Professional Development—Ariel Ramirez (2 minutes)
 - a. We have only half of the money we had last month
 - i. \$3862 left at this point
- g. Faculty Program Development—Jami Huntsinger (2 minutes)
 - a. Julia reported that the committee will meet on Monday, October 22nd, 2018
- h. Online Teaching—Elaine Clark (3 minutes)
 - a. Online Teaching Extravaganza
 - i. Tomorrow (October 18th, 2018) is the deadline for submissions
 - ii. You do not have to currently teach online
 - iii. Providing lunch for those who attend in person
- i. Faculty Senate Representative—Cheryl Bryan (2 minutes)
 - a. Sent out an email regarding the retirement fund
 - i. Information is out there
 - b. Provost Report
 - i. \$10 million down (7% down in enrollment versus projected 2% decrease)
 - 1. Laura States: Main campus accepted enough students, but then students did not matriculate
 - ii. They require main campus students to live on campus
 - 1. ABQ crime
 - 2. New native American hiring to get some more diversity
 - 3. Target opportunities for top candidates to have some “face value” to bring students in
 - 4. Turbulence issue on campus
 - a. More anger
 - b. More resentment
 - c. Seeing and feeling this on main campus
 - 5. Want to try to correct this downturn in enrollment
 - iii. Approved the Tenure Academic Calendar
 - iv. Ongoing issues between the Faculty and Board of Regents
 - v. Protecting the Classroom Learning Environment Task Force
 - 1. Female faculty of color are not feeling as safe in the classroom as they have felt in previous years

- a. Addressing how to handle these types of situations
- b. Cheryl asked if there is going to be mediation available
 - i. They looked at her dumbfounded

8. Other Committee Reports

- a. Student of the Month—_____ (2 minutes)
 - a. No Members Present.
 - b. Alexa says the forms are on the faculty website if you would like to download them
- b. Section F —Elaine Clark (3 minutes)
 - a. All Fac email went out
 - i. Says UNM Faculty – Faculty Policy Available for Review
 - 1. Section F that has gone out for comment to All Faculty
 - a. Red is the new stuff
 - b. Crossed out the old stuff
 - i. Changed the wording to “stop apologizing for ourselves”
 - c. Approval of Credentialing
 - ii. If you want to look through it again, it has been a while
 - iii. This has been delayed because of the common course numbering changes
 - 1. This is the first policy that mentions the common course numbering
 - iv. Credentialing
 - 1. Got down many paragraphs of words, to two (2) sentences
 - a. Laura Says: Makes us sound like normal faculty members, not community college faculty members

9. President’s Report—Kevin Hobbs (3 minutes)

- a. See his report in the newsletter

10. New Business / Announcements

- Discussion of At Large Representatives
 - Miriam Chavez voiced a concern for too much math representation
 - Laura says it would be fine to have too much math
 - Mychal says that he and Ariel are very different people
 - The issue is that the two at large reps would be from the Math area
 - Tracy states there are too many beards
 - Kevin asks if there is agreement to have Mychal serve?
 - Elaine says, considering the number of faculty members that are in attendance at this meeting, and how there was only 1 vote

difference between the two, accepting Kevin's suggestion would be the easiest thing to do

- Elaine also says, there may need to be a Faculty Adjunct Member representative
- Kevin brings the discussion back
 - Elaine moves to accept
 - Barbara seconds
 - Mychael is approved as the second At Large Representative
- Barbara Lovato
 - There are several general obligation bonds
 - Please vote, and support the Library by voting for these bonds
 - Early Voting starts _____
- Elaine Clark
 - Tag onto internships
 - Sandia Labs has opened thirty (30) new internships at SNL
 - Tracy Terry says that one of the conference speakers works at SNL
 - The gentleman said that they like to get interns in freshman year so that SNL has longer to train and retain the intern/employee
 - Cheryl asks if we have a "career center" here
 - Laura Musselwhite says, yes: Sarah Clawson has access to lots of resources

11. Adjournment

- a. The meeting adjourned at 2:07PM
 - i. Length of meeting: ~35 minutes