

Faculty Assembly Meeting
March 26, 2014
1:30-3:00 LRC 101C

In attendance:

Margaret Anaya	Patricia Gillikin	Najib Manea	Richard Sax
Rosa Auletta	Annette Hatch	Danizete Martinez	Dustin Shafer
John Austin	Alfonso Heras	Tina Newby	Julia So
Claudia Barreto	Jami Huntsinger	Richard Palmer	Richard Sylvestre
Michael Ceschiat	Donna Ketcheson	Eva Rivera Lebron	Tracy Terry
Cindy Chavez	Dianne Johnston	Justin Romine	Helen Walton
Elaine Clark	Alice Letteney	Melanie Sanchez-	Alexa Wheeler
Julie Depree	Alice Lawson	Dinwiddie	Thomas Whittaker
Lucille Farrington	Barbara Lovato		Heather Wood
Sarah Garde			

Call to Order

- Dani Martinez called the meeting to order at 1:33 PM.

1. Acceptance of agenda

- A motion was offered to accept the agenda.
- The agenda was accepted.

2. Approval of minutes

- A motion was offered to accept the minutes from February 2014.
- The minutes were accepted.

3. Executive Director's Report (Alice Letteney)

- Tuition meeting with Regents turned into a discussion about budgeting. Compensation increases are a matter of discussion among Regents and students.
- Los Alamos requested a 4.5 % increase in tuition. Their size requires more funding.
- Dan Chadbourne received a Gold Medal Scholarship. He will receive his award in Orlando at the upcoming Phi Theta Kappa Award Ceremony.
- 17 individuals have applied for Dean of Instruction. The search committee (Dani Martinez, Michael Ceschiat, Elaine Clark, Hank Vigil, Andy Sanchez) has been formed and it is hoped that the position will be filled in time for the fall semester.

4. Dean of Instruction's Report (Richard Sax)

- In response to Alice's report, Dr. Sax mentioned that the Provost's Office believes strongly that the market drives salary increases for faculty due to national and international competition.
- Margaret Anaya is now Unit Administrator in Academics-welcome to Margaret. She will be finishing her MBA at Anderson School of Management in May.
- Margaret-"I'm excited to be here and look forward to working with everyone."
- The Strategic Planning Committee meets March 27, 2014.
- April 11 is the upcoming high school student visit w/ Danny Bustos.

- Thanks to Dustin Shafer for the Spring BBQ.
- Gloria Sanchez is the new contact in the bookstore; please re-send all book orders to Gloria.
- Assessment is crucial at the course and college-level. Claudia is doing a great job on this with the Assessment Committee.
- English 100 level requirements are changing. Stretch courses and studio courses will be offered. Remedial courses will be blended in with the regular 101 courses.

5. Treasurer's Report (Tom Whittaker)

- Faculty Assembly budget currently holds \$477.87.
- \$33.81 in snacks budget. Please donate if you can.
- In-state travel-submit requests by end of semester.
 - \$33.81 in snacks budget. Please donate if you can.

6. Committee Reports:

Faculty Handbook & Communications Committee (Elaine Clark)—

- Official handbook links are now available on the Faculty Website
- Motion approved to add the new section on Amendments.
- Motion was seconded.
- Vote to put the new section on Amendments at the end of the handbook was accepted unanimously.
- Alexa Wheeler-Digital archiving of newsletters is needed. Alexa can provide more than three years of newsletters on the website.
- New language to handbook was also voted on and approved.

Assessment (Claudia Barreto)—

- Core course assessment is not going away.
- Assessment can drive important changes in curriculum.
- Please sign up for your time with committee this Spring.

Curriculum Committee (Thomas Whittaker)—

- Committee will meet again in April. Nothing new to report now.

Faculty Professional Development (Cindy Chavez)—

- Committee has not met since last meeting.
- Some money is still left in the budget. Please apply.
- Discussion surrounding how leftover funds can be used. Solid argument is made to allow previously funded faculty to apply for leftover funds. If funds are not used up, future funding could be reduced in the future.

Faculty Senate (Julia So)—

- Open enrollment for health insurance (3-week period) is coming up this semester. Everyone must re-enroll.

7. Teaching Tip (Elaine Clark)

- Elaine shared her Smart Pen, which she uses to teach math on-line.
- It has a microphone in it and links to BB Learn.
- Smart Pen makes it easier to help students solve math problems on-line.

8. President's Report (Dani Martinez)

- Best wishes and bon voyage to John Austin.
- Please send nominations for FEC to Heather. Current FEC people are running again.
- Positions of Faculty Secretary and Adjunct Representative are open for nominations.
- Nursing Faculty are encouraged to apply for vacancies.

9. New Business/Announcements

- Tom Whittaker-kudos to those who worked on PIE day.
- Tom Whittaker-Please incorporate Earth Day topics the week of April 22.
- Dani Martinez-Friday is English Dept. Field Trip to Santa Fe.
- Barbara Lovato-April 13 is National Library Week.
- Richard Palmer-free tax returns are performed on campus.

Adjournment: 3:01

Respectfully submitted, Heather Wood