



**Faculty Assembly Meeting Approved Minutes
Wednesday March 20, 2019 (1:30 – 3:00 PM)
LRC 101**

In Attendance:

(NOTE: 15 Faculty Members = No Quorum)

1. Kevin Hobbs	6. Soledad Garcia-King	11. Ariel Ramirez	Alice Letteney
2. Justin Bendell	7. Patricia Gilliken	12. Melanie Sanchez-Dinwiddie	Laura Musselwhite
3. Stephen Takach	8. Elaine Clark	13. Julia So	Guests: None
4. Cheyrl Bryan	9. Tina Hite	14. Alexa Wheeler	
5. Marji Campbell	10. Barbara Lovato	15. Heather Wood	

1. Call to Order (1 minute)
 - a) Commenced at 1:30PM

2. Acceptance of Agenda (1 minute)
 - a) Justin Bendell Moves
 - b) Barbara Lovato seconds

3. Approval of Minutes (1 minute)
 - a) Julia So moves
 - b) Margie Campbell seconds



4. Chief Executive Officer Report—Alice Letteney

(10 minutes)

- a) OUR BILL (WORKFORCE CENTER):
 - i. “Our” Bill (WORKFORCE CENTER) passed at 4:00PM on Friday afternoon
 - ii. Bill was on the floor Friday the day before they were adjourning
 - iii. Alice Letteney texted a few friends and they all sent messages to the speaker’s office and to Cheryl Stapleton (she has a Caribbean restaurant in Albuquerque)
 - iv. Alice received text from Cheryl Stapleton that the bill will be up
 - v. Democrats in the house are fighting with the Democrats in the Senate (Republicans were in the fight as well)
 - vi. Finally, at 4:00PM someone says, “you are punishing this poor little witness that has been there for four (4) days”
 - vii. Tai Trujillo and Alice Letteney get to go on the floor (as expert witnesses)
 - viii. The speaker says, “I move to table this vote”
 - ix. Resounding vote of NO on the table
 - x. Alonzo speaks, there are some NO votes, and then the board goes to all **YES!**
 - xi. Alice Letteney: Noting the culture of the legislature:
 - 1. everyone stands up and dances (voting on the NM State Dance)
 - 2. it is all just part of New Mexico
 - 3. If Our Bill had not been heard, Alice would have felt differently about the dance
 - 4. Matthew McQueen (Alice Letteney’s representative) proposes a bill to stop the “Coyote Contests”
 - 5. Make sure that you can “keep a poker face” if you are going to be in the legislature
 - xii. Now, we are waiting for the Governor (i.e., “pocket veto”) but Alice Letteney
 - xiii. 20 Acres of land donated by the Hunning Partnership (across the street from FACEBOOK)
- b) GENERAL UNIVERSITY BUSINESS:
 - i. UNM Main Provost Position:
 - 1. Initially there were five (5) candidates for the Provost position
 - 2. This morning we find out that there is no candidate arriving tomorrow
 - 3. Now there are only three (3) candidates and the meeting is set to be on Monday, March 25th, 2019
 - ii. UNM Salary Increase:
 - 1. Legislature said 4% increase, but in fact we are only going to be funded by the legislature at 2%
 - a. Rick Goshorn is working to figure out what we need to do
 - b. Alice thinks they are going to do “up to 2% additional for ‘merit’”
 - c. Interim provost has been asked if the branches can do something different
 - i. Interim Provost said “it’s your money, if you have it you can do what you want with it”
 - 2. April 5th, 2019 is when the University will go to the board “what they want to do” (this is at The Budget Summit)



- iii. UNM Valencia Budget Items:
 - 1. Alice has been asked whether we are going to “raise tuition at UNM Valencia”
 - a. UNM VALENCIA:
 - i. UP 3% (headcount)
 - ii. DOWN 2% (Full-Time Enrollment (FTE))
 - b. Alice notes: UNM Valencia board does not like to raise tuition
 - 2. Rick is crunching the numbers in terms of the budget
 - a. If you think Rick (Goshorn) is doing a good job, then let him know. If you think he's not doing a good job, then don't let him know, because he's working really hard
- iv. Adobe “Creative Campus” Meeting:
 - 1. We are supposed to meet Monday with the IT People and we are supposed to have a deal with ADOBE (Creative Campus) student body gets access to the “Creative Cloud” which is a suite of ADOBE products (Students pay \$19.99 if they did it on their own)
 - a. The deal will be at \$9.99 per student per semester (pending)
 - b. Alice asks: “what if IT asks if we let some students can have access to the “Creative Cloud” suite...but maybe not all students.”
 - i. People discussed
 - ii. Alexa: “For students this would be great, because it is \$19.99 a month but they have to commit for the entire year”
 - 2. Alice asks: “What do you advise me to do?”
 - a. People discussed
 - b. Number of slots?
 - c. Kevin: I think we need to survey the Faculty and ask how many of their enrolled students need access to this “Creative Cloud” suite
 - d. Laura: It can be used outside of Arts and Business, could even be used in English (as there is a publishing portion)
 - e. Alice will have the meeting and get back to the Faculty Assembly
- v. UNM Differential Tuition:
 - 1. University administration is going to ask for increases for:
 - a. “\$10.00 differential tuition”
 - i. Graduate Level Students
 - ii. Upper classman Students
 - iii. **ALL** Arts & Sciences Students
- vi. UNM Advisory Boards:
 - 1. Story In the Albuquerque Journal this morning:
 - a. The CEOs get a message from the Provost office “talk to me about your ‘Advisory Boards’”
 - i. YES, they call for elections, and budgets, and actually DO THINGS...YES they really have authority!



VALENCIA

- ii. This BOARD is supposed to be negotiating with the Regents about what university employees should be paid, etc.
- iii. This is because of the UNIONIZATION issue
 - 1. Rich says, “we’re excluding the branches”
 - 2. Alice replies, “ok...your workload is different from the branch campus workload
 - a. The University is fighting the petition because:
 - b. It includes adjuncts
 - c. It includes branch campuses
 - d. The university has said:
 - e. “They want the unit to be only FT Faculty at Main Campus (and could also be only Tenure Track)
- vii. CEO’s Call for Questions from the Faculty Assembly (no questions)

CEO REPORT ENDS: 2:00 PM



5. Dean of Instruction Report—Laura Musselwhite (10 minutes)
- a) “WORKFORCE CENTER” has been a very long road for Alice Letteney
 - i. Glad to have some resolution
 - b) Event Announcements:
 - i. Town Hall – Next Week on Wednesday, March 27th, 2019
 - ii. Women’s History Month – Next week on Thursday, March 28th, 2019
 - c) We have a couple of documents that have come out lately about “general education changes”
 - i. Suggested language for the catalog
 - ii. Laura will send this verbiage out to everyone so that the FA can look at it
 - 1. We are thinking about only putting what we offer in our catalog, and will have a link to the full list
 - 2. Common Course is coming to a close end...but there are some areas of confusion that are still getting worked out (i.e., crosswalk)
 - a. A few little tweaks remain at the school level and at the state level
 - d) Laura Musselwhite calls for questions about anything in the CEO’s report:
 - i. Justin Bendell:
 - 1. UNM Main did not want Adjuncts, but Justin says this is just “Union Busting 101” and they are trying to delay the vote until an upcoming semester
 - 2. Yes, they are using rhetorical strategies, however there is an undercurrent of not doing what they are saying they are doing
 - ii. Laura Musselwhite:
 - 1. Rich Wood (Interim Provost) he is neutral, and he wants people to choose on their own
 - iii. Julia So:
 - 1. What is main campus argument to exclude “Branch Campuses”
 - a. Laura: Could be about the “difference in workload”
 - iv. Elaine Clark:
 - 1. “I am a division chair, so am I included as I am the ‘boss’” so am I excluded from the unionization?
 - a. Justin Bendell: Chairs are still in as of now
 - v. Cheyrl Bryan:
 - 1. This topic was brought up at the Faculty Senate
 - 2. There were people from Research One (1) universities that have transferred to UNM Main, and they said that the unions did serve the Faculty well
 - 3. Wanted to stress not creating a mentality of: US vs. THEM
 - a. It is not FACULTY vs. ADMINISTRATION, it is really “Do you want to part of a UNION” or “NOT”
 - 4. The more “we stick together, the more power we have as FACULTY instead of letting ADMINISTRATION break us apart”

Dean of Instruction - REPORT ENDS: 2:10PM



6. Treasurer's Report—Justin Bendell (1 minute)
- a) Justin:
 - i. \$468 in the till
 - ii. \$12 in the snacks fund
7. Faculty Assembly Standing Committee Reports
- a. Adjunct Faculty— (2 minutes)
 - a. Nothing to report
 - b. Elaine Clark: "Just to comment, there are zero (0) members of Adjunct Faculty in the room"
 - c. Justin Bendell: "Could be a scheduling issue"
 - b. Communications—Alexa Wheeler (2 minutes)
 - a. Nothing to report
 - b. Calls for passing on the FACULTY NEWSLETTER
 - c. The Faculty Professional Development Calendar on UNM Valencia website
 - i. **See this link: [FACULTY PD CALENDAR](#)**
 - d. Kevin: Speaking for the Faculty Assembly, "We appreciate the Newsletter and all the work Alexa Wheeler does very much"
 - c. Conflict Resolution— (2 minutes)
 - a. There have been no conflicts, so nothing to report
 - d. Curriculum— Barbara Lovato (2 minutes)
 - a. Did not meet
 - b. Next meeting: April 16th, 2019
 - i. Up for review:
 - 1. Three (3) Programs
 - 2. One (1) Associates Degree
 - e. Faculty Handbook—Tina Hite (5 minutes)
 - a. Tina and Elaine ask: Do we have a quorum? **NO**
 - b. Tina Hite and Elaine Clark to present:
 - c. Tina: FOTRC committee has been working on the handbook
 - i. Presenting: Part Three (3) – The "teaching part" of the handbook
 - 1. Appendix stuff is going away to add other information
 - a. Elaine Clark is going to send out this via email
 - 2. QM = quality assurance rubric
 - 3. Qualifications to teach an "online" or "hybrid" course (this has been moved from the Appendix to Part Three (3))



4. Course Development - this part is going to be tweaked in the future
 5. Review Process – has been refined and inserted
 6. Due Process – what this process is once your course has been reviewed
 7. “Collegial Review” – this is about getting a “better course built” not part of your APR
 8. Evaluation and Assessment – Data from online classes need to be included in the core course assessment reports and kudos to Leanne Weller who did a lot of work to get this document ready and developed
 9. Online vs. Face-to-Face – They need to be treated the same (according to this document)
 10. Authenticating Students – Making sure those that are doing the work are those that are enrolled in the class (Elaine mentions Soledad’s “Proctorio Workshop”)
- f. Faculty Professional Development—Ariel Ramirez (2 minutes)
- a. Ariel Ramierez: \$296 dollars remain to be spent by the end of June 2019
 - b. Kevin: can this be used to join professional societies?
 - c. Ariel: Yes
- g. Faculty Program Development— (2 minutes)
- a. Julia So: The committee still have to meet (Faculty Roundtable)
- h. Online Teaching—Elaine Clark (5 minutes)
- a. Planning- Applying the QM Rubric course
 - i. We need seven (7) to hold this course
 1. If you have an interest in learning about applying the QM Rubric
 - a. It is a two-week workshop and it is quite intensive
 - i. Start date: March 26th, 2019
 - b. Most likely will offer the course in Summer 2019 as well
- i. Faculty Senate Representative—Cheryl Bryan (2 minutes)
- a. Nothing additional to add (please see Cheryl’s comments in the minutes above)



8. Other Committee Reports

- a) Student of the Month— (5 minutes)
 - i. Melanie: Nothing to report

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

- a) Please see the newsletter
- b) Next month in this meeting we will have elections for the FA Officers
 - i. The office of PRESIDENT will be VACANT
 - 1. Chairs and senior faculty please nominate your “junior faculty”
 - 2. Elaine: You cannot be a “Chair” and run for office

10. New Business / Announcements

- a) Revised Faculty Office Hours —Laura Musselwhite (10 minutes)
 - a. Laura: We do not have a quorum so we cannot vote on this
- b) Announcements:
 - a. Faculty Academy (Classroom Management) —Julia So
 - i. Community of Practice on Classroom Management
 - 1. Led by Julia So
 - a. Date: Friday, March 22nd, 2019
 - b. Time: 9:00AM – 11:30AM
 - c. Location: A-131
 - b. National Library Week—Barbara Lovato
 - i. April 5th – 11th, 2019
 - ii. “Snapshot Day” – April 10th, 2019
 - c. UNM Valencia 2019 Annual Student Film Festival—Alexa Wheeler
 - i. Two (2) on-campus showing (Daytime)
 - ii. One (1) off-campus showing (Nighttime)
 - 1. Starlight Theater
 - a. 6:00-8:00PM (2-hour Film Reel)
 - b. 8:00-9:00PM (Film Awards)
 - d. Adult Education Open House—Tina Hite
 - i. April 10th, 2019
 - 1. C-Building
 - e. Faculty Connections Conference—Soledad Garcia King
 - i. Still accepting proposals; please send your proposals
 - f. Faculty Union Meet and Greet—Justin Bendell
 - i. Tomorrow, Thursday, March 21st, 2019 at 4:00PM in The Writing Center

11. Adjournment

March 2019 Faculty Assembly Meeting Ends: 2:33 PM