



**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 Ramirez: \$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