



Faculty Assembly Meeting Approved Minutes
Wednesday April 19, 2017 (1:30 – 3:00 PM)
LRC 101

In Attendance:

Rosa Auletta	Patricia Gillikin	Mary Moser-Gautreaux
Joseph Barbour	Annette Hatch	Laura Musselwhite
Justin Bendell	Tina Hite	Melanie Sanchez-Dinwiddie
Marji Campbell	Kevin Hobbs	Julia So
Miriam Chavez	Ben Johnsen	Stephen Takach
Elaine Clark	Kassem, Khaled	Tracy Terry
Benjamin Flicker	Mary LaRusse	Heather Wood
Victor French	Barbara Lovato	Jinxia Xie
Sarah Garde	Danizette Martinez	

1. Call to order (1 minute)

President Annette Hatch called the meeting at 1:33 PM

2. Acceptance of Agenda (1 minute)

Elaine Clark asked to move the reporting of Section F to follow after the Assembly Election. The agenda was unanimously approved with a motion by Marj Campbell and a second by Patricia Gillikin.

3. Approval of Minutes (1 minute)

The set of minutes from the March meeting was unanimously approved with a motion by Elaine Clark and a second by Marj Campbell.

4. Chief Executive Officer Report (10 minutes)

Dr. Letteney is currently traveling.

5. Dean of Instruction Report (10 minutes)

- Dr. Musselwhite announced that a farewell party (an ice cream social) for retirees and resignees is scheduled. It will be on Thursday 5/4 at 12:30 PM at SCC.
- All graduation and pinning ceremony will start at 6 PM. ABD graduation will be on Wednesday 5/10; Nursing Pinning Ceremony on Thursday 5/11; and College commencement on 5/12. Jon Lechel will take our photo before commencement.
- Several senior administrators at Main campus are either moving or retiring. They are Drs. Josie de Leon, Greg Heileman, and Virginia Scharff.

- To prepare for an outcome at the special session of the NM Legislature, Main campus administration is working on the university budget with respect to various scenarios.
6. Treasurer's Report (1 minute)
- Tracy Terry announced a balance of \$470 in the Assembly budget
7. 2017 Election (15 minutes)
- For the position of the Assembly President, Miriam Chavez nominated Melanie Sanchez-Dinwiddie, while Khaled Kassem nominated Alfonso Heras-Llanos. Melanie won by an overwhelming vote. No actual number of votes was counted; hence cannot be recorded.
 - Tracy Terry nominated Kevin Hobbs for VP. He won by unanimous vote.
 - Heather Wood nominated Julia So for the Secretary position. She won by unanimous vote.
 - As a Faculty Senate representative, Heather Wood has one year remaining in her two years' term. The alternate will be elected in the Fall.
 - Ben Johnsen nominated Steve Takach to represent the Division of BFTI and Miriam Chavez nominated Mary Moser-Gautreaux to represent the Division of Nursing. Both won by unanimous vote.
8. Section F Committee - Elaine Clark called for a vote on an option pertaining to the credential for hiring in terms of a candidate's terminal degree. The options are:
- A. Should faculty without a terminal degree in their field be hired as a Lecturer, with an optional conversion to tenure-track once they complete the terminal degree?
- OR
- B. Should faculty with a graduate degree, but not necessarily a terminal degree, be hired as an Assistant Professor based on meeting the accreditation guidelines for faculty teaching at 2-year campuses, without the expectation that they would have a terminal degree when ready for promotion to Associate Professor and for tenure?

With one abstain, the Assembly overwhelmingly voted for Option (B).

9. Faculty Assembly Standing Committee Reports

- a. Adjunct Faculty—Sandra Alden (3 minutes)
- Benjamin Flicker announced that the adjunct faculty will get together tomorrow (3/20). Barbara Lovato will attend.
 - The message board for adjunct faculty was set up through Outlook.
- b. Communications—Melanie Sanchez-Dinwiddie (3 minutes)
- An updated newsletter has been sent to the faculty.
 - Alexa Wheeler plans to take the newsletter online. It will be live from Fall 2017.

c. Conflict Resolution—Joe Barbour (3 minutes)

The goal of the Committee is to have a mediation program on campus without involving HR. Joe Barbour is collecting names who want to offer their mediation expertise.

d. Curriculum Committee—Annette Hatch (3 minutes)

- The Curriculum Committee at Valencia have reviewed all education and business programs. They will be reviewing on General Science Program on May 1.
- Main campus is currently reviewing 80+ programs.
- Steve Takach will be attending the NM Business Course Articulation Spring 2017 Meeting in Albuquerque on Saturday 4/22. The meeting is attended by all 2-year and 4-yr institutions in NM. Its goal is to facilitate the transfer of business courses.

e. Faculty Handbook—Julia So (3 minutes)

The Faculty Handbook has been updated in the following three areas:

- The term “Executive Director” has been changed to “Chief Executive Officer”
- The term “blended” has been changed to “hybrid/blended”
- The term “IDEA” has been changed to “Main Campus designated online course evaluation tool”

Julia So also thanked the commitment and hard work of the Committee in the last year.

f. Faculty Professional Development—Heather Wood (3 minutes)

Heather Wood announced a balance of \$187.03 in the Faculty Professional Development Fund.

g. Faculty Program Development—Sarah Garde (3 minutes)

Sarah Garde announced the next TTT is scheduled on next Wednesday 4/26 at 1:30 PM. It will be held at LRC #143. The topic is “Cool Tools for Formative & Summative Assessment.” She will send a flyer out to the Faculty, and ask everyone to bring his/her devices. Refreshment will be served.

h. Online Teaching—Elaine Clark (5 minutes)

- The Committee will offer two courses pertaining to the QM Rubric in the summer. “Applying the QM Rubric” (APPQMR) will be offered in June. It is for anyone who is interested in the QM Rubric. The other one is “Improving Online Courses” to be offered in July. It is specifically designed for faculty members who are currently teaching an online or hybrid course. All questions should be forwarded to Irene Roselli who is handling registration.
- The Online Teaching Committee will be reviewing three courses in Fall 2017.

- i. Faculty Senate Representative—Heather Wood (3 minutes)
 - The Faculty Senate spoke on the University budget which is currently in limbo.
 - Issues on Sanctuary Campus were discussed. UNM Provost said UNM will follow the law and protect our students.

10. Other Committee Reports

- a. Assessment Committee—Tracy Terry (3 minutes)
 - Tracy Terry thank the four faculty members who submitted their assessment reports.
 - She gave everyone the link to the webpage on assessment. She also asked everyone to send her their questions.
- b. Student of the Month – Khaled Kassem (3 minutes)
 - The deadline for April's nomination is Friday 4/28. Please send nomination to Khaled Kassem, Patricia Gillikin or Joshua Owen.
 - The Student of the Month for March is Mary Jowers from ABD. She was nominated by Kathi Hilliard from ABD.

11. President's Report (3 minutes)

- President Annette thanked everyone for their support this past year.
- Earth day is tomorrow (4/20)
- Art Gallery – “Paint Me with Light” by Val
- Student Film Festival is occurring at the moment
- Staff Yard Sale is tomorrow (4/20)

12. New Business / Announcements

- a) EPSCoR Report – Elaine Clark/Virginia Chang (5 min)

Elaine Clark and Virginia Chang recently attended the Faculty Leadership and Professional Development Institute (FLPDI) of EPSCoR. April's training was on self-efficacy. They plan to offer two one-day workshops on a Friday in Fall 2017 on the following topics:

 - How to foster students' self-efficacy;
 - Gamification - The focus will be on incorporating curriculum topics into a fun game such as Oregon Trail, so the learning will be more enjoyable for students.
- b) The deadline for the STEM scholarship application has been extended to May 11.
- c) Events for Earth Day will occur throughout the day.
 - Well-water testing will be held at H110.
 - Dr. Reed Perkins, Professor of Environmental Science at Queens University of North Charlotte will be speaking on Climate Change at 1:30 PM at H101.
 - Free pizza will be offered during lunch hour.
 - Annette Hatch will be baking cookies under the sun.
- d) Several Nursing students will be at the Chamber of Commerce helping with the Health Fair.

13. Adjournment

The meeting was adjourned at 2:35 PM. Next Assembly meeting will be in Fall 2017.