



Faculty Assembly Meeting Approved Minutes
Wednesday September 19, 2018 (1:30 – 3:00 PM)
LRC 101

In Attendance:

John Abrams	Patricia Gillikin	Mychael Smith
Justin Bendell	Jerry Godbout	Julia So
Cheyrl Bryant	Kevin Hobbs	Stephen Takach
Marji Campbell	Michelle Kerrywood	Tracy Terry
Miriam Chavez	Alice Letteney	LeAnn Weller
Elaine Clark	Barbara Lovato	Alexa Wheeler
Victor French	Laura Musselwhite	
Soledad García-King	Ariel Ramirez	

Guests: _____

1. Call to order
President Hobbs called the meeting to order at 1:30 PM.
2. Acceptance of Agenda
 - Justin Bendell motioned to accept the agenda.
 - The motion was seconded by Marji Campbell.
3. Approval of Minutes
 - The motion to approve the minutes was called by Justin Bendell.
 - The motion was seconded by by Marji Campbell
4. Chief Executive Officer Report
 - President Stokes recently gave her 200-day speech and introduced “advisory groups” which are task-forces.
 - Of particular note is the “branch campus” advisory group
 - Dr. Letteney believes the “branch campus” advisory group is an opportunity for UNM-Valencia to do things we have wanted to do regarding our relationship with UNM-Main.
 - Dr. Letteney believes that collaboration is key and therefore came up with issues:
 - a. Alternative Licensure Options
 - b. “KALE” representatives (Note: Based in Boston)
 - i. Experimental and alternative learning
 - ii. Allow students to do a “portfolio”

- Dr. Letteney states if there are things that the Faculty Assembly thinks UNM-Valencia should be doing, cooperative things (focus mainly on academic things), then give her your thoughts:
- Dr. Letteney reiterates her call for ideas, “Anything you think would help students succeed, no matter what the cost, we can get another big grant!”
- Dr. Letteney also brought up that Title V is not at HACCU Conference
 - a. Co-op focus
 - b. Cannot collaborate with other UNM-Branches
 - c. Thinking about talking to New Mexico Tech
 - d. Dr. Letteney also brought up that President Stokes mentioned the need for high quality teachers
 - i. There are two (2) issues affecting the UNM-Valencia operating agreement
 - 1. Right of First Refusal
 - a. UNM-Main campus can “refuse” other schools offers (i.e., If...New Mexico Tech wanted to offer a Bachelor’s degree on UNM-Valencia campus, UNM-Valencia would have to ask UNM-Main first)
 - 2. Remain at 3.6% fee to main campus for next three (3) years
 - ii. Note: Dr. Letteney also brought up Jerry Dominguez’s advocacy on UNM branch campuses behalf

Dean of Instruction Report

- Dean Musselwhite introduced new Faculty
- HED Office
 - a. Common course numbering
 - i. Most new numbers are distributed
 - 1. 100 and 200 level courses are done
 - ii. Most new numbers go into effect Fall 2019
 - iii. In order for a school to offer a common course it must be “certified”
 - 1. UNM-Main campus is “certifying” UNM-Valencia’s campus
 - a. UNM-Valencia has to send in a “special form” to main
 - i. Form show how course meets common SLOs
 - iv. New core is 31 hours (Note: Previously was 37 hours)
 - v. There is disagreement at UNM-Main campus concerning Form C “workflow”
 - vi. UNM-Valencia has about thirty (30) courses “certified” so far
 - b. Compensation changes
 - i. Dean Musselwhite put in a pitch to increase Adjunct Faculty compensation by \$30.00 per credit hour to the following numbers:
 - 1. \$750 (Bachelors)
 - 2. \$800 (Masters)
 - 3. \$850 (PhD)
 - c. Julia Lambright’s Art Display

- i. Dean Musselwhite called on Faculty Assembly to check out Julia Lambright's Art Display

5. Treasurer's Report (1 minute)

- Justin Bendell reported a balance of \$500 in the budget. He also asked for contributions to the snack fund that currently has a balance of \$18.

6. AY 2018-19 Officers Election (Faculty Assembly Secretary)

- President Hobbs called for nominations for Faculty Assembly Secretary position from the floor and proceeded with election.
- Stephen Takach was the sole nominee for the Faculty Assembly Secretary position. He was nominated by Julia So. He was elected by acclamation to be the Faculty Assembly Secretary for AY 2018-19.
- President Hobbs brought up the need for new "At Large Representative"
 - Tracy Terry nominates Ariel Ramirez
 - Heather Wood nominates Mychael Smith
- Election was held via paper ballot
 - Ariel Ramirez is elected

7. Faculty Assembly Standing Committee Reports

a. Adjunct Faculty Committee

- Nothing to report

b. Communications Committee

- Alexa Wheeler reports:
 - i. The newsletter is not "live" but has been sent out
 - ii. The faculty website is "pretty well updated"
 - iii. Alexa calls on Faculty to "take over" the newsletter
 - iv. Alexa calls for submissions from faculty for the newsletter
 - a. Note: Julia So asks "is Ben Flicker responsible for the listserv?" (answer is yes)

c. Conflict Resolution Committee

- Dean Musselwhite reports that an email was sent out last week about the policy that was adopted last year

d. Curriculum Committee

- Barbara Lovato reports:
 - i. The committee met on September 17th, 2018 and elected a chair, Barbara Lovato
 - ii. UNM-Main wants to hold off on too many forms
 - iii. 6 credit hours of the 31 credit hours in the core can be "floaters" from different areas

- Dean Musselwhite states that the Registrar’s Office may not understand how different the common courses may be
 - Barbara Lovato states that common core can “streamline”
 - Alexa Wheeler if current revamping of curriculum can go through
 - i. Barbara Lovato replies yes
 - ii. Barbara Lovato tells Alexa Wheeler “if you want to make changes, then send them over”
 - iii. Barbara Lovato tells Faculty Assembly that UNM-Main does not want a huge “flood” of changes
 - e. Faculty Handbook Committee
 - Nothing to report
 - f. Faculty Professional Development Committee
 - Ariel Ramirez announced a balance of \$7,136 in the budget for the remainder of the academic year
 - g. Faculty Program Development Committee
 - Julia So says that Jaime Huntsinger is chair
 - h. Faculty Online Teaching & Review Committee
 - Elaine Clark reports:
 - i. Changes in “Wordpress”
 - ii. Calls attention to the “Online Teaching Extravaganza” which is going to be held at UNM-Valencia on November 9th, 2018
 - iii. Looking for two (2) subject matter experts to help with internal reviews of two (2) online courses
 - iv. Announces there is a new form for Division Chairs to use for “evaluations of online instructors”
 1. Instructions for how to evaluate online instructors
 - a. Julia So asks how soon this new form will go into effect
 - i. Elaine Clark responds Spring 2019 or Fall 2019
- i. Faculty Senate Representative
 - Cheyrl Bryant reports:
 - i. President Stokes 200-day speech
 1. Branch Campuses are good
 2. Proposal of 2+2 Program
 - a. 100/200
 - b. 300/400
 - c. Discounted UNM-Valencia because UNM-Valencia is “so close” to UNM-Main
 - d. UNM-Valencia could teach 300/400 courses but would have to charge UNM-Main tuition rates

