



UNM Valencia Faculty Newsletter

March 2017



Table of Contents

President Report	2
Chief Executive Officer Report	2-3
Dean of Instruction Report	4-5
UNMVC Planning and Development	6
Library	7-8
Writing Center	9-10
3 Blurbs by Justin Bendell	11
MES	12
Reports from the Road	13-15
Faculty Assembly March Agenda	16
Faculty Assembly February Minutes	17-20



President's Report

By Annette Hatch

I hope that everyone had a relaxing week and is ready to finish the semester with panache. Now that we're back, if you haven't had a chance, don't forget to visit the Student Art Show before the end of March. Please encourage your students to take part in UNM Valencia's Pi Day on March 23 and Earth Day in April.



Elections for the highly-sought-after Faculty Board positions will be in April. We invite you to run for one. Don't be shy; your peers need you! If you have any questions about what any Faculty Executive Board position responsibilities entail, be sure to ask!

We're on the downhill side of the semester. Enjoy the ride.

Thanks,
Annette

Chief Executive Officer Report

By Alice Letteney

To My Colleagues:

I hope you have come back to campus refreshed after our Spring Break Week! I wish I could tell you that our state budget issues are resolved, but as I write, we do not know whether the Governor will sign the budget sent up on Friday by the House of Representatives, and so we may be in for a special session.

I was very pleased to hear from the President of our two year honor society, Phi Theta Kappa, that Stephanie Bourgeois, one of our New Mexico All State Phi Theta Kappa Scholars, has been chosen as an All-USA Community College Academic Team Coca-Cola Silver Scholar. Stephanie was one of 1800 applicants from around the country, and will receive a scholarship of \$1250 and a silver medallion. Congratulations to Stephanie and to Tracy Owen, our Phi Theta Kappa Advisor. Last month our two Phi Theta Kappa Scholars, Stephanie and Irma Alvidrez-Gonzales were honored in Santa Fe along with other New Mexico All-State Scholars.

Many thanks to all of our faculty and staff who assisted with our Gala on March 4th. Kristina Martinez tells me that we raised over \$46,000 which will be used to match Title V and Title III-A STEM endowments for student scholarships.

Also, thank you to faculty, staff, students, alumni, and community members who welcomed our national nursing accreditation site visit team here during the week of March 6th. We will hear the decision of the Accreditation Commission for Education in Nursing in August.

Please tell your STEM students who anticipate attending UNM Valencia full-time for the next academic year to apply for the NSF STEM scholarship. If they have a 3.0 GPA and financial need, they could be awarded up to \$10,000 per academic year. Application deadline in April 14, 2017. Have your students contact our Financial Aid Office for more information.

Congratulations to Dean Musselwhite who led the successful effort to complete our articulation agreement with NMSU for several of their popular programs in Agriculture and Hospitality and thanks to Cindy Shue, and Kristina Martinez who assisted in this effort over the past eight months.

Our campus is very fortunate to have faculty and staff who are dedicated to the mission of our college. Next month I will be joining staff from UNM who will attend HACU's National Capitol Forum where we will advocate for our students. Although the President's budget does not include Summer or Year Round Pell Grants, I will certainly advocate for them along with other Higher Education programs that the President's budget cuts including Trio, Upward Bound, and of course, any programs relating to Hispanic Serving Institutions. As of now, the details of potential cuts to programs such as Perkins and ABE are not clear.

As ever, I appreciate your comments and suggestions—my door is always open to you.



Dean of Instruction Update for March Faculty Newsletter

By Laura Musselwhite

Last year at this time, I wrote about my coldframe garden and how some seeds sprouted and others, inexplicably, did not. My concept was mainly about nurturing – nurturing seeds, nurturing students – and the potential for growth of both. This year, I am obsessed with developments in my orchard. Well, orchard may be a bit grand of a term, but that is what the previous owner called it. There are about twenty-five fruit trees of different types, including apple, peach, and plum. With the seeds last year, I was confounded by the fact that even though I planted them all at the same time and cared for them in the same way, some thrived and others failed. This year, it is the unknown. I don't know what happened to these trees before we arrived – if they were all planted at the same time, if some of them failed earlier from blight, etc. What I do know is that they are achieving varying levels of success. Some are very large and hearty, while others are tiny and scrawny. The bark is peeling from some, but not others. At least two of the small ones are clearly dead. And, one appears to have another kind of tree growing up intertwined with the fruit tree. Again, I think about how this relates to students, and how they thrive or not. Generally, we do not know their background before they enter our classrooms. Did their parents encourage education, or even reading? Are they privileged? Are they as far from privileged as you can possibly be? And, I am left with the same thought I have about my orchard. It doesn't matter. I don't know their back story; however, it is my job to throw everything I have into helping them thrive. Their current state is what it is. I work to move them forward. Don't we all?



Now that you're contemplating the profundity of education, let me remind you of the Faculty Meeting coming up on Friday, April 7th at 9:00am. I will have some kind of breakfast snacks, coffee, and juice for you. We have as our guest Aeron Haynie from the main campus Center for Teaching Excellence. We will have other updates and celebrate the approach of the end of the semester. Graduation will not be far behind!

From March 7 through March 9, we had a visiting committee of three peer reviewers from the Accreditation Commission for Education in Nursing, or ACEN. This visit was our opportunity to prove the worth of our program and have the team recommend us for full, initial accreditation by the national body. I am proud to report that the visit went very well, and the team recommended that we move forward in the process! As we celebrate, we have to remember that this process isn't over. The team's recommendation will be taken up by the full commission at their meeting in July. At that time, they can accept the team's recommendation, or make a different decision. I am, however, confident in our success! I want to thank all of you who were involved in the visit, and especially the Nursing faculty and staff who put countless hours of effort into this event. Marji Campbell echoes this gratitude and sends heartfelt thanks out to all of you.

Lastly, I would like to acknowledge the following faculty members who are retiring or moving on. They will be sorely missed!

Rosa Auletta
Sarah Garde
Ben Johnsen
Alex Sanchez

Please let them know how appreciated they are! We are only as strong as our faculty, and they will leave big shoes to fill.

Please enjoy the beginning of Spring!

UNM Valencia Office of Planning and Development— by Cindy Shue, Grants and Contracts

Welcome to UNM Valencia's Office of Planning and Development! The goal of our department is to help the campus secure external funding and resources to build and strengthen quality programs, improve campus resources, and expand opportunities that will ultimately improve student success. We work closely with all campus departments and continually strive to build relationships with the overall community including individuals, corporate donors, and funding agencies.

As Sr. Program Manager in charge of grants and contracts, my role is to ensure that we follow all UNM policies and procedures to ensure the smooth and timely submission of grant proposals. Because we are part of the UNM system, all proposals must be routed to main campus for review and approval before submission. Proposals can be routed to either the Office of Sponsored Projects or to the UNM Foundation, depending on the type of proposal or the funding source.

Since all grants and contracts need to be reviewed by our office, we are your first point of contact when you have a grant proposal in mind. If you're thinking about a new grant idea, and with Dean Musselwhite's approval, we can help identify funding sources, ensure the project fits within the parameters of the grant guidelines, assist with budget development, obtain signatures, and submit the proposal to main campus. Please know that grant proposals require 10 working days of lead time before the due date to meet all review deadlines (the Valencia Business Office and my office requires 5 days to review and main campus requires at least 5 business days for review).

Kristina Martinez, Development and Donor Relations Manager, oversees the UNM Development Board and our Endowed Scholarship Program. Our office, with assistance from the Valencia Development Board, hosts fund-raising activities and requests donations to complete the 1:1 endowment match for our Title III and Title V grants. Endowment funds are invested through the UNM Foundation, with up to half of the earnings used to award student scholarships. Last year, our campus awarded 65 named scholarships!

Monique Rivera, Coordinator, Donor Relations, manages our many endowment and operating budgets, the Annual Fund, and works closely with the UNM Foundation to track endowment earnings, budgets, and provides overall development assistance. If you're interested in learning more about our departments, please stop by and visit us!



Library News

March 2017

Self-service Scanner Installed

Thanks to a Title V STEM Grant, a Knowledge Imaging Center (KIC) Bookeye 4 was installed in the center of the library last month. This scanner boasts a simple user interface and fast scanning at 20 book pages per minute. You can use either flat-mode or V-mode to scan books and other documents from above. With autofocus and auto-cropping, this setup makes scanning the next page of a book as easy as turning the page. You can scan in color or black & white and manually adjust the contrast and brightness using the large touchscreen. Resolution options go up to 600 DPIs. Once you have made a scan, if needed you can clip or rotate the file. You can either save all pages in one file or create one file for every page. The scanner can operate in English, Spanish, Portuguese, or French.



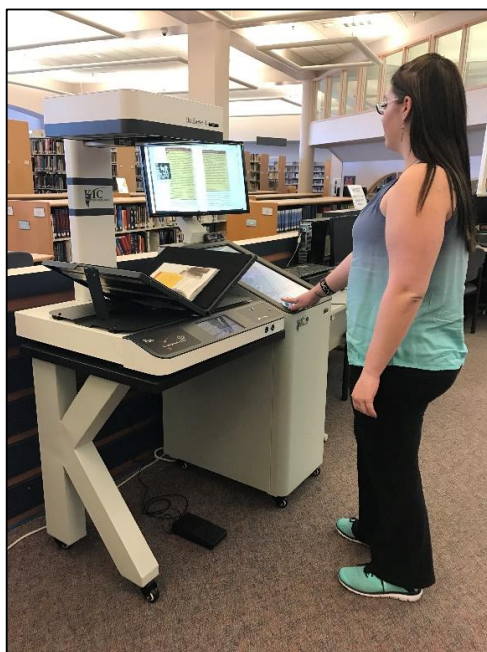
File output options include:

- Searchable PDF
- Richtext/Doc
- JPEG
- PNG
- Audio

Saving options include:

- USB drive
- Email
- Cloud storage
- Tablet or smart phone using a QR code download

***Scanning is free to everyone the library serves:
faculty, staff, students, and the community!***



New Mexico Higher Education Assessment and Retention Conference

LeAnn Weller, our Public Services Librarian, presented “Active Learning/Reflection/Assessment Cultivated by Collaboration” with co-presenters and collaborators Mary L. Clark and Mary Cooper Wallace at the NMHEAR conference on February 23, in Albuquerque. Dr. Barbara Lovato, our library director, was also in attendance at the conference and returned energized by the program.

Be a Superhero! National Library Week: April 9-15, 2017

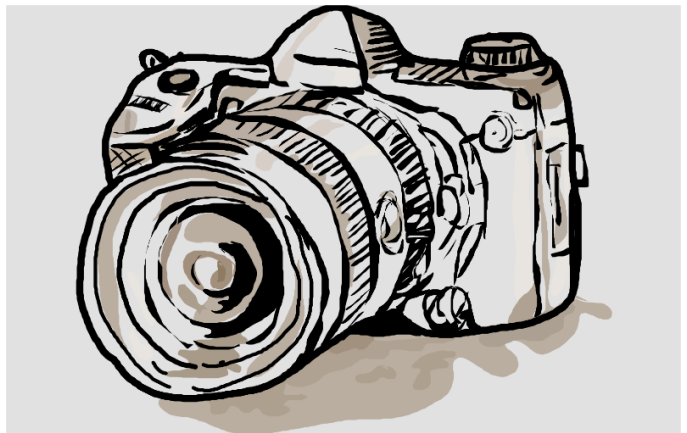
Sponsored by the American Library Association, National Library Week will be celebrated across the country in April as a way to acknowledge the contributions of our nation’s libraries and librarians and to increase awareness and support for libraries. The national theme this year is Libraries Transform.



Activities and events at our library will be centered around the theme of Superheroes because ordinary people can transform into incredible individuals, and libraries have the power to transform *you* into whatever you want to be! We will have a special bulletin board and book display as well as postings on social media. There will be various ways to get involved in the library including contests and other activities. Look for advertisements in the coming weeks and encourage your students to participate.

Library Snapshot Day at UNM-Valencia Library: April 12, 2017

Many libraries choose a day during National Library Week to capture statistics about the impact the library has in its community on a typical day. Our “Library Snapshot Day” will be on Wednesday, April 12. Beyond taking snapshots of people using the library, data will be collected and shared on number of visitors, computer use, group and individual study, printing, photocopying, scanning, and circulation of library materials. We will have an online survey for anyone who uses the library virtually and a paper survey for those who visit physically. Be sure to stop by for coffee and cookies!



Writing Center Report

*By Patricia Gillikin, Writing
Center Director*

Announcements

Consultant Ector now holds a workshop for multi-lingual writers every Tuesday from 12:30 to 1:30.

Creative Writing workshops continue Thursdays from 12 to 1, led by Rae.



The Writing Center Consultants: because writing is a serious business.

On March 22, the next Student Reading Series event will be held.

Recently

We've celebrated International Writing Centers Week and Mother Language Day, and the Center hosted the inaugural Student Reading Series event, organized by Justin Bendell, Kristian Macaron, and Rae. The Center was packed full with over 20 people attending and many sharing their work. At the literary magazine planning meeting held right after, Justin Bendell led those who attended in naming the new publication: the Manzano Mountain Review.

Sarah and Ector presented to all tutors, as part of Friday CRLA trainings, on working with English Language Learners.

Rae Silva represented the Writing Center at the recent Nursing Program accreditation visit.

Plans

In April Rae and Chynna will present on working with students with disabilities to all campus tutors.

Several consultants will be participating in the LGBTQ Resource Center's Safe Zone training on April 28. That day will also be the culmination of this semester's Portfolios and Pizza, days of hard work on portfolio papers and other final projects, salad, and of course, pizza.

Thoughts from Writing Consultants, from Tutoring Philosophies that all of them wrote for the February CRLA journal:

Sarah:

"Tutoring gives students a new found appreciation and confidence in what they are doing."

Chynna:

"The students I work with are not just numbers on a spread sheet or part of a percentage. Each one of them is a person. Each one of them is different, and they deserved to be treated as such. To answer the original prompt, Empathy is my tutoring philosophy."

Rae:

"I like to put myself in the head space of others, I try my best to empathize with their situation. This better allows me to help them find the answers they need."

Ector:

"I find myself constantly having to switch my method of tutoring to help students get a firm grasp on the concept that they are struggling with. Using different tutoring styles to meet the needs of many students is the best way to tutor, I believe, because not only can you help more students with whatever it maybe that they are struggling with, but you yourself are also gaining skills that you can use in other places."

Michael:

"When I originally applied for this position I stated in my cover letter that I have been in the service industry most of my life, but I didn't feel like I have ever really helped any one. As a tutor I have the opportunity to truly help people...In the writing center I feel that students are being empowered to act on the world around them, and I take pride in being part of that."

Justin Bendell - 3 Blurbs for March Faculty Newsletter

#1

Report Back from the 2017 Modern Language Association Conference

by Justin Bendell

In early January, I flew to Philadelphia for the Modern Language Association's annual conference. The event, held in Philly's bustling downtown, was attended by over 6,000 educators, publishers, writers, and panelists. I was impressed not only by the number of attendees but by the number of concurrent presentations -- upwards of 30 at one time. I focused my attention on panels and presentations related to community college, pedagogy, and creative writing.

I attended an illuminating talk by Dr. Paul Thompson on how literature plays on the brain and participated in a conversation about structural racism in English Departments. I came away from the event with a new appreciation for the depth and diversity of intellectual curiosity and engagement in my greater field and with an intention of returning to MLA with a presentation of my own.

#2

Announcement!

UNM- Valencia is home to a not one but two new literary journals!

Manzano Mountain Review (MMR) will be an online journal dedicated to publishing New Mexico centric literary and visual art. All New Mexican residents past and present will be welcome to submit to MMR.

The editorial collective will be a fluid group of

students and faculty led, for now, by Justin Bendell and Kristian Macaron. We will open for submissions in April. Issue #1 is scheduled to go live in November 2017.

Kristian Macaron and Justin Bendell will also be collaborating to produce a monthly print journal called *Little Wolf*, the purpose of which will be to promote MMR, draw attention to the Student Reading Series, and encourage student engagement in the budding literary culture on campus.

Little Wolf (LW) will serve as a subsidiary of MMR focused on publishing UNM-Valencia student writing. All stories published in *Little Wolf's* print journal will also be published on the MMR page under the LW banner. Confused yet? That's fine. It makes perfect sense to us and, we hope, the method of our madness will make sense to you in time.

#3

Manzano Mountain Review Logo Design Contest!

To promote the *Manzano Mountain Review*, and to encourage campus inclusivity and participation across the disciplines, we are announcing the MMR Logo Design Contest. MMR has a name, a website, and an editorial collective, but we lack a logo!

The winning design will become MMR's official logo and will be used on MMR's main webpage and related promotional material. The contest will be open until Friday, April 7 at 5:00 pm. Participation is limited to UNM-Valencia students, staff, and faculty. Please send us your most inspired work (in jpg format) to jbendell@unm.edu. The winning design will be announced on Friday, April 15.



MES Division We're a MES!

Submitted by Elaine W. Clark, Division Chair

Welcome to our new Med Lab TA – read as person who does all the grunt work for our science labs! Arlett Moreno started in her new position with us on Monday, March 6. If you are in the Arts & Sciences/Academics building, or in the Health Sciences building you will now see Arlett running around taking care of prepping our science labs. I will see if I can get a picture of her in our next newsletter.

Congratulations to Jinxia Xie, one of our Mathematics faculty! She received word recently that her manuscript "Examining Interactions between Problem Posing and Problem Solving with Prospective Primary Teachers: A Case Using Fractions," has been accepted for publication in the journal Educational Studies in Mathematics.

I also want to welcome two other new faculty members to the MES Division. I did not get their names in the February newsletter. Mychael Smith is our new full-time Mathematics instructor. He is currently finishing his PhD in some wonderful area of Algebraic Topology. I will wangle more details out of him for the April newsletter. He will begin in a tenure-track position in August. The other new faculty member is Kambiz Shahroudi, a part-time instructor with us. He graciously agreed to teach our evening Astronomy class and lab.

Now in the world of science:
<https://www.sciencedaily.com/releases/2017/03/170316093412.htm>. Not sure if the k-cup style tea will work as well. Fire up those teapots!



REPORTS
FROM



THE
ROAD

Conference on College Composition and Communication

By Patricia Gillikin



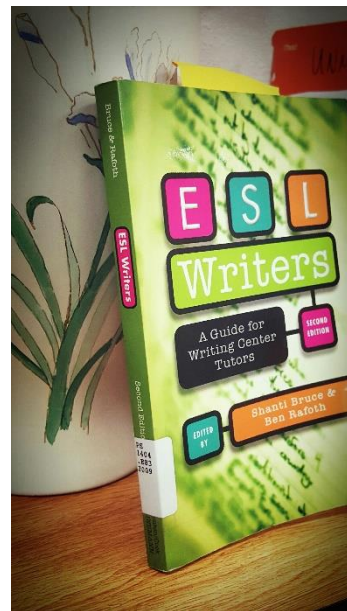
CCCC

I never know where to start with describing 4Cs—there's just so much. As I did last year, I focused on writing center sessions or sessions I could apply to writing center work, especially anything that could help with working with multilingual writers and with writers with disabilities. I kept a running list of ideas for professional development sessions for writing consultants—I have plans and curriculum going well into the fall now.

I also helped with Cs the Day again—the sparkle ponies and gamification of the conference—and I made a pilgrimage to Powell's bookstore, the one that takes up an entire city block, where I bought a book on improv.



At the Cs the Day table at CCCCs: Scott Reed, Mary Karcher, and me.



This book, by Shanti Bruce and Ben Rafoth, is a key part of our Writing Center Consultant professional development at UNM-Valencia; I met one of the authors, Ben Rafoth, at a session in which he presented, and he invited me to e-mail him with questions; I will definitely do so.

The IWCA Collaborative

By Patricia Gillikin



Every year the day before 4Cs, the International Writing Centers Association holds a one day conference that they call the Collaborative. This year's was held at Portland State University; the day before, I found the PSU writing center and visited with the manager there.

In the morning of the Collaborative, I attended two sessions on evaluating writing centers; in one, "Collaborative Writing Circle: Developing a Community of Practice for Small-Scale Evaluations of Writing Centers," we wrote about what we wanted to know and then brainstormed survey questions and strategies in small groups; folks in that session are now on a Slack channel for further collaboration and mutual support. In the other, "What We Already Know: Connecting Writing Center and Institutional Data," the presenters emphasized that data from writing centers can be connected with focus group work with consultants and even with NSSE results.

In the afternoon, I attended "Ways of Being and Knowing: Using Staff Development to Foster Greater Individual and Sociocultural Awareness among Consultants" where we talked about habits of mind associated with writing center work and the use of meditation. The following session was about working with multilingual writers, and I found one of the presenters, Gina Sully from Nevada, to be especially insightful; we later talked and will be in touch to talk about strategies and resources. The last Collaborative session I attended was about writing groups, and I learned of a multitude of models for how writing groups can work, and shared what we do at UNM-Valencia.

At the reception after, I spoke with Sherri Winans, who also uses improv in her writing center work; I appreciated her insights and I'm now in touch with her as well.

NMHEAR

By Patricia Gillikin

For me the NMHEAR conference is cozy and friendly; I always see people from other colleges who I know, and sometimes I get to talk with folks from UNM-Valencia more than I do at our own campus.

This year, highlights of the conference for me included sessions on CAPS at UNM-Main, on writing-to learn, and on burn-out and joy in our work. For that last one, I was asked to write why I chose my profession: I wrote that I chose teaching college writing “because of my own enthusiasm for reading and because I saw that writing teachers will always be needed. Then, I became enculturated into my field of Rhet Comp and I found things that really matter to me, and that I could have fun doing while getting paid.”

My own session, on using improv in Writing Center Consultant training, had eight participants, a perfect number for an improv class, which it mostly was: we played, then talked about applications to our teaching.

Improv Update

By Patricia Gillikin



In January I took a six week improv class, and starting in March I began another; my instructor is now Steve Yeocero, the fellow second from the right in the picture. I also participated in a second Showcase in February, and it was interesting to note that I was less nervous this time than for the first Showcase I joined. I also found myself doing a great deal with the technique of “mirroring,” which was fun, and I got to help tell a story in the persona of a librarian—not much of a stretch, to be honest.

I highly recommend these classes: they are engaging, I get to know and “play” with wonderful people, and I’m finding, paradoxically, that doing improv makes me less anxious overall. Maybe it’s about facing fears, or maybe it’s that doing improv doubles as therapy. It certainly helps me let go even more of worry over what anyone else thinks—there’s just no time for that as we create characters and stories together. And I’ll continue to seek ways to apply it to my own work as a teacher and Writing Center Director.

**Faculty Assembly Meeting Draft Agenda
Wednesday March 22, 2017 (1:30 – 3:00 PM)
LRC 101**

1. Call to order (1 minute)
2. Acceptance of Agenda (1 minute)
3. Approval of Minutes (1 minute)
4. Chief Executive Officer Report (10 minutes)
5. Dean of Instruction Report (10 minutes)
6. Treasurer's Report (1 minute)
7. Faculty Assembly Standing Committee Reports
 - a. Adjunct Faculty—Sandra Alden (3 minutes)
 - b. Communications—Melanie Sanchez-Dinwiddie (3 minutes)
 - c. Conflict Resolution—Joe Barbour (3 minutes)
 - d. Curriculum—Annette Hatch (3 minutes)
 - e. Faculty Handbook—Julia So (3 minutes)
 - f. Faculty Professional Development—Heather Wood (3 minutes)
 - g. Faculty Program Development—Sarah Garde & Virginia Chang (10 minutes)
 - h. Online Teaching—Elaine Clark (3 minutes)
 - i. Faculty Senate Representative—Heather Wood (3 minutes)
8. Other Committee Reports
 - a. Section F Committee—Elaine Clark (3 minutes)
 - b. Assessment Committee—Tracy Terry (3 minutes)
 - c. Student of the Month – Khaled Kassem (3 minutes)
9. President's Report (3 minutes)
10. New Business / Announcements
11. Adjournment



**Faculty Assembly Draft Meeting Minutes
Wednesday February 15, 2016 (1:30 – 3:00 PM)
LRC 101**

In Attendance:

John Abrams
Rosa Auletta
Joseph Barbour
Justin Bendell
Marji Campbell
Michael Carriere
Miriam Chavez
Virginia Cheng
Juliette Cunico
Benjamin Flicker
Victor French

Sarah Garde
Patricia Gillikin
Teresa Goodhue
Annette Hatch
Kevin Hobbs
Ben Johnsen
Kassem, Khaled
Barbara Lovato
Danizette Martinez
Mary Moser-Gautreaux
Laura Musselwhite

Melanie Sanchez-Dinwiddie
Michael Smith
Julia So
Amiee Stahlman
Stephen Takach
Tracy Terry
LeAnn Weller
Alexa Wheeler
Heather Wood
Jinxia Xie

1. Call to order (1 minute)
President Hatch called the meeting at 1:35 pm.
2. Acceptance of Agenda (1 minute)
The agenda was unanimously approved with a motion by Juliette Cunico and a second by Marj Campbell.
3. Approval of Minutes (5 minutes)
The set of minutes from the November meeting was unanimously approved with a motion by Joe Barbour and a second by Patricia Gillikin.
4. Chief Executive Officer Report (10 minutes)
Dr. Letteney was absent due to sickness. The Assembly sent their best regards.
5. Dean of Instruction Report (10 minutes)
 - Dr. Musselwhite thanked everyone for presenting at the upcoming 2017 NMHEAR.
 - This year's Valencia Gala will be held on March 4. Laura invited everyone to attend and or volunteer at the Gala.

- From March 7 to March 9, the Accreditation Commission for Education in Nursing (ACEN) will be paying its site visit at UNM-Valencia. It will assess Valencia's work in the Nursing Program over last five years.
 - In early April, Laura will be attending the HLC conference.
 - Students' Art Show will be held on March 7.
 - Showing both the old and new Annual Performance Review Forms, Laura asked the faculty to adopt the three categories of excellence, effective, and not effective for all faculty's annual performance review—including tenure/tenured track professors and lecturers--as well as our T & P process. She will send out the new documents for our feedback. At this point, she indicated our campus has to decide what qualifies as "high quality materials."
6. Treasurer's Report (1 minute)
Tracy Terry announced that the Faculty Assembly budget has a total of \$476.47. She inquired about the amount of \$3.50 that was used for copying.
7. Faculty Assembly Standing Committee Reports
- a. Adjunct Faculty—Sandra Alden (3 minutes)
Sandy was absent and Ben Flicker presented instead. An adjunct faculty group was set up in LoboMail. The committee is scheduled to meet on February 16.
 - b. Communications—(3 minute)
Alexa Wheeler announced that the Valencia website is up and running.
 - c. Conflict Resolution—(3 minutes)
Joe Barbour gave an update on the results of the poll from the November meeting. The majority of the Assembly that were present at the November meeting expressed their desire for a mediation seminar.
 - d. Curriculum—Annette Hatch (3 minutes)
President Hatch announced that the Associate of Studio Art is on the workflow. General Science is currently under program review. There is no other curriculum proposal.
 - e. Faculty Handbook—Julia So (3 minutes)
Julia So reported that the Committee has no update.
 - f. Faculty Professional Development—Heather Wood (1 minute)
Heather Wood announced that the entire professional development budget was exhausted.

- g. Faculty Program Development—Sarah Garde (6 minutes)
 - Sarah Garde and Jingxia Xie presented information on the upcoming TTT. The topic is andragogy and pedagogy.
- h. Online Teaching—Elaine Clark (5 minutes)
 - Elaine Clark was absent and Heather Wood presented instead.
 - Faculty member will only be compensated for new course design when the hybrid/online course has never been offered at UNM-Valencia in the past.
- i. Faculty Senate Representative—Heather Wood (3 minutes)
 - The Faculty Senate voted to declare UNM as a sanctuary campus.
 - UNM budget was also discussed.

8. Other Committees' Reports

- a. Section F Committee—Elaine Clark (10 minutes)
 - Laura presented on behalf of Elaine.
 - She clarified that our Assembly cannot vote on F90; but asked whether the Assembly preferred to vote on F10, F70, F80 and F100 as a block. Sarah Garde moved the motion and Mary seconded. The vote was unanimous to treat F10 and F100 as a block. Laura also indicated that there are several more steps at Main campus before the entire Section F can be finalized.
- b. Assessment Committee—Tracy Terry (3 minutes)
 - Tracy thanked all Program Coordinators and Committee Members for working together to complete the program assessment last Fall.
 - Two workshops on the assessment plan were held before the spring semester started.
 - The Committee have identified several areas in the current assessment plan that need improvement. The Committee will continue to work on improving the overall process, so it will be clearer to all stakeholders while the data analysis will also be more relevant to assessing learning on a program level at our campus.
 - With respect to core course assessment in the spring, Tracy reminded everyone that the reports are due in mid-May. UNM-Valencia offers a total of about 60 core courses, divided evenly between CHES and MES. Four core courses are taught at B&T. For any instructors who plan to complete the report early, Tracy suggested to avoid collecting final exam data.
 - She also wants to discuss with instructors who teach core courses on using the same learning objectives throughout the three consecutive years.
- c. Student of the Month – Khaled Kassem (3 minutes)

Khaled announced the deadline to submit nominations for the Student of the Month for February is 2/28.

9. President's Report (3 minutes)

President Hatch passed out the sign-in sheet to remind everyone to sign-in. She also announced the next election of the Assembly' executive team will be in April.

10. New Business / Announcements

- a. An update on class capture – Chris Meyn and Drew Sanders (10 min)
 - Chris announced that A125 and A129 are experiencing “blackout.” TLC has a free software to replace the class capture. Anyone who teach in those two classrooms are encouraged to contact either Chris or Drew to learn about the new software.
 - TLC is beginning the process of replacing the current document readers with a slimmer and newer version.
- b. Scantron Score Remark Classroom Edition --Julia So (5 minutes)
 - Julia So thanked Dean Musselwhite, Professor Zachary Shank, Debra Venable, and Drew Sanders for helping in getting and setting up the updated version of the scantron scanner. It is located in station #1 inside the adjunct office. The newer version of the scanner comes with a software that allows us to run an item analysis as well as record the actual answers marked by a particular student. Finally, it also eliminates the risk of recording mistakes.
 - Julia also passed out a copy of the scantron form that allows students to bubble in their Lobo ID#. She will send out a tutorial to all faculty.

11. Adjournment

The meeting was adjourned at 3:12 PM. The next Faculty Assembly meeting will be held on Wednesday March 22, 2017 at 1:30 PM.