



## **Faculty Assembly Meeting Minutes**

**Friday, September 8, 2023 (1:00 – 2:30 PM)**

**Zoom Meeting URL:** <https://unm.zoom.us/j/95671603204> **(Password: 07734)**

### **ATTENDANCE**

Michael Gonzales  
Ana June  
Ian Burch  
Patricia Gillikin  
Andy Taylor  
Sarah Heyward  
Barbara Lovato  
Jerry Godbout  
Steven Romero  
Cheryl Bryant

Scott Kamen  
Tressa Berman  
Justin Bendell  
Joshua Frank Cardenas  
Pyotr Filipczak  
Precious Andrew  
Stephen Takach  
Ariel Ramirez  
Cindi Goodman  
Andisheh Dadashi

Jonathan Sims  
Alexa Wheeler  
Kat Gullahorn  
Anicca Cox  
John Bollwig  
Laura Musselwhite  
Sam Dosumu

### **Call to Order**

1:02 Ana June calls to order

Welcome to our very first faculty assembly of the academic year

Ian Burch: Zoom people, please be loud as our classroom speakers are quiet

<quick scramble for sound checking>

### **Acceptance of Agenda, Approval of Minutes**

Jerry Godbout moves to accept agenda, Cheryl Bryant seconds. Approved

Patricia Gillikin moves to accept April minutes, Cheryl seconds. Approved.

### **Dean of Instruction's Report**

104: Laura Musselwhite: Sam is coming from Albuquerque, will be a little bit late

Wanted to give a few numbers that I have churned out on who is here what time of day  
student-wise and success rate by modality

Success rate is 75% overall for Spring

Online success was 71% while Face to Face (F2F) is 81%



10 point differential is relatively common around the nation

Hybrid rate (only 6 sections hybrid in SP) was 80%, so any amount of in person helps

81% for F2F is excellent in my books

In terms of most popular class times, 9:00 & 10:30 most popular

Most popular day of the week is Tuesday

12:00 & 1:30 on Tuesday are almost as populous as 9:00 & 10:30

Only day of that week that happens

Things drop off after 1:30, attempts to have evening classes do not wash at all

Why come at night or weekend if you can take it online?

The 6pm slot has 11 students on Monday. That's it.

1:07 Potential action Sam would like to see from this:

Sam wants a time that never has class for events

If we push 12 classes to 12:30 and all afternoon classes by 30 minutes, there would be a 30 minute event block.

If chairs are agreeable, we'll experiment with that in the spring

Ariel Ramirez: if we move that time frame to 12:30, would the 1:30 remain the same?

Laura: We'd push the whole afternoon back 30 minutes

Jerry: What about longer classes, 10:30 - 12:45

Laura: It's always messy. Thanks for the reminder of the intricacies

Cheryl: If we're considering moving everything, let's try not scheduling noon to 1:15 classes instead of moving things

Laura: we can analyze that as well

Steven Romero: Have we tried different times on MW & TTh

Laura: Not lately. We haven't adjusted time schedule in a decade

Stephen Takach: Our times are synced with UNM Main so people can take online courses across all campuses. Could make students have to choose what schedule they are on



Ana: I thought they had MWF classes?

Cheryl: They do. MWF, TR, and MW classes

Laura: Main campus has a million schedules. There is no syncing with main campus because they're all over the board.

Precious Andrews: I think students who usually prefer the noon classes probably would be fine with a 12:30 start. Actually, when I taught at Main it was 12:30-1:45 TR or 12-12:50 MWF.

1:12 Laura: There have been discussions to bring back the land acknowledgement. Know some people who have made their own and added it in their syllabus Better if we did it in a cohesive manner and align with the main campus statement Was speaking with Jonathan Sims, new FDMA, from Acoma pueblo, can take it to them Can then take it to Isleta after running it by them, should be more acceptable if we give them a strong draft instead of having them make it

Tressa Berman: I've worked in Indian Country my whole life, has worked on land acknowledgements with cities. Wanted to make people aware of willingness to help because I care about this deeply

1:14 Laura: We have created under the chancellor's office a Campus Events Committee Used to have cultural under instruction, didn't do much so disbanded it Discussions in FA on how to organize events we plan that are more faculty development Sam wants a clearinghouse for campus events

If there are faculty who want to be part of that, let me know

Cheryl: Is that things like the halloween & xmas stuff, is it faculty development, or everything?

Sam Dosumu: Everything. Rather than having pockets doing similar stuff I'd rather have one so we can collaborate the efforts so we don't spend money on the same events. We



can also centralize information. Master calendar so we know what's going on when & where

Cheryl: Justin speak up if you want, he's put out special speaker series in english. Would that go through this?

Sam: This is my view of it. Since you're managing, just get the word for us to publish. You don't need approval, just help put it out there.

Place to find out what's on campus

Justin Bendell: This is a promotional wing to reach out to the public?

Sam: Yeah, sure, absolutely. Can put it on our website so everyone can see it.

Steven: Would this be a good way to work with campus events to get more resources & people working on events?

Sam: Yes, absolutely. From my experience, we don't want the same few people running events every time.

### **Chancellor's Report**

1:19 Sam: Good afternoon, glad to be here. Second year and I'm still standing.

Key notes, many were in the newsletter.

Enrollment is up, John puts out the accurate report.

Blown 2019 numbers out of the water. FTE is about 8-9% behind 2019 numbers.

Leveling back up to where we want to be. Still more to do though.

This is a good sign, and the more of this we do and discuss the numbers the better it will be so it's not chancellor alone looking at the numbers.

In a good place, want to be in a better place.

Headcount ~2000

Laura: I know this because I'm excited! As of this morning, we're at 2200.

Fall for us because of dual credit is normally smaller.

So getting back to 2200 in fall is even more good news.

1:23 Sam: Most colleges fall is bigger, but dual credit makes spring bigger.



Had meeting with high school counselor this morning; we'll have more regular meetings

Everyone is excited about this more collaboration

High school market is still a viable market for us

We want to know what programs your [HS] students are asking for

Students want to go to UNM Main but they're not ready

7/10 aren't ready for a 4 year university

Position ourselves as first stop to help you get ready mentally, emotionally, and academically for those areas

We'll continue to hold those meetings on a very regular basis

1:25 Sam: Armando is new director of enrollment management & student success.

Student Success because we want to be able to help them as soon as they're at risk

First gen students don't know what to ask

Help them answer a question before they even ask a question

Laura, I, and Armando are forming a strategic enrollment management committee. Was on the list of fac committees

Should be the 'why' of much of what we want to do

Enrollment management gets deep into how do we get there for key performance indicators

Set enrollment targets, retention numbers. Everyone will see, nothing secretive about it

Laura and Armando are cochairing that. I [SD] am on it, but ex-officio

Have subcommittees for retention, marketing, highschool pop, and post-traditional population (adults)

Will push us to do a lot of things we want to do with solid reasoning. All based on data

First thing will be a strategic enrollment plan

Should be exciting and will drive a lot of our work

Laura: Faculty who bid for that are Cheryl, Sarah, and Ian

Sam: There's some things we never even looked at and won't know unless we talk

That's all I have right now, most of everything else is in the newsletter



Any questions?

1:31 Cheryl: We do a lot for students, with mental health and social services. What about faculty and staff? Many of us

Laura: When Stacy was here, she did see many staff. That was the plan for fac & staff to use those social services

Cheryl: Maybe advertise it more that it's available to us as well

Tressa: Thank you for advocating that as I have a student who is having trouble, but I wouldn't have known without going to the office to learn about the forms

Sam: Yeah, we need to know that this is not just for students but everyone

Cheryl: We need to prop up campus, since if fac & staff are struggling, so are our students

1:33: **Treasurer's Report** - Andy Taylor

We have a very healthy \$74.90 for snacks

Ana: If anyone wants to donate, Andy is the guy; give him your money  
<jokes about passing hats>

1:34 **Standing Committee Introductions** (2 min per)

Adjunct Faculty - No reps from that here

Scott Kamen: I'm on the cmt, but I'm not here

Patricia: Sarah might have a report, and if not I may on behalf of Karen who is not here

Sarah Heyward: I'm in class right now. We will be voting on a new chair

Patricia: To add to that from Karen. Plan is to have a Slack site for questions to be answered. Info should be emailed out next week

1:35 Curriculum

Ian: Cur should have first meeting next week



Has 2 roles, approving curriculum changes in the fall, and running course reviews in the spring. Laura may have something to say about the course reviews later.

#### 136 Faculty Communications

Ana June: We have a great newsletter and need to meet

Ian: Listserv is updated, let me know if you need any help or changes

#### 137 Faculty Handbook

Michael Gonzalezs: Me, Meghan Kerry, and Ana are the committee. We're scheduling a time to meet.

Still compiling all the changes from last semester

We'll discuss if we change chairs

Reminder if you have proposed changes to send it to the three of us

#### 138 Faculty Professional Development

Scott Kamen: Cochair this year as Andishei takes over

Andisheh Dadashi: Sent out an email about forms, it's on the website and revised

Trying to make it clear for everyone

Form should be emailed to Andishei when filled out, will be CC'd to necessary people

Justin: We talked about how \$750 is not enough to attend bigger conferences

What avenue can we take to increase compensation there?

Andisheh: this was a question I had too. We'll trying to set up a proposal but there's still lots of questions that need to be answered

Cindi Goodman: It has been \$750 since the early 2000s

Patricia: I would like to support what you two were talking about. Also add that with the \$300 for adjunct faculty, they do amazing amounts. These numbers have been here since 2004



Cheryl: To add to what Patricia said, adjuncts don't get paid to come to meetings or committees. Is it possible to give a per hour, per diem kind of thing from that \$300 to attend meetings or prof development?

Laura: on this topic, we've been talking about adjunct comp. Union partners have been talking about that and it was re energized a few weeks ago as Karen & Sarah took over a work group. We have been talking about that, and just need to figure out a mechanism. Hourly rate or is it one credit

The situation Andisheh is describing is when a full timer needs to go to a conference and it's very expensive. As far as I know, when people ask we've found the money. We have a combination of things. The prof dev fund. Divisional funds that don't get spent. Faculty endowment funding; that's almost gone. We need to earmark some additional funds

Patricia: Various grants will also send folks to conferences.

Laura: Fac Endowment is down because R2S2 Stem grant is over

Justin: How is the faculty endowment funding generated?

Laura: Faculty Endowment funding is from interest (not the principle)

147 Andisheh: Where does prof dev funding come from?

Laura: Institutional money from a special budget. TO make it larger, money will have to be shifted over from that

148 Faculty Program Development

Cheryl: 3 of us on that cmt. Meeting after this meeting.

Questions for everybody regarding this particular committee.

We talked before covid if this was even needed. We have so much profdev now from so many different areas; grants, PASOS, the things Justin is doing, Faculty Academy, etc.

Is there even a need for this committee since there's so much happening without this committee? Do we need this to create more?

John Bollwig: Grants can dry up though





Cheryl: They happen even without grants though

John: My instinct is to institutionalize that though, centralize the information

Cheryl: That's what Sam's new cmt is for

John: I'm concerned those opportunities will dry up without a committee though

Ana: Can we clarify Program Dev vs Professional Dev?

Ana: Professional Dev distributes the money

Laura: Program dev was designed to create opportunities, create programs

Cheryl: We do that though. Does Fac feel we need this to create extra. Can someone who was on that last year and what they facilitated

Laura: Confusingly, Staff has their own version which is Program + Professional

John: They usually do one big event

Scott: Some talk of merging the two for faculty. I pushed against that because I don't think prof dev should be tied to prog dev goals, since fac have specific needs for tenure and such. I was against it, but that was the discussion

John: I'm not sure the committees never actually facilitated everything. Lots of plan on how we'd break down

Justin: I don't think we should be overly bureaucratizing this development. Part of me that likes generating ideas and sending them out though. But the program with a central group is that some divisions may end up dominating opportunities while other divisions may not be heard in the same way

John: It hasn't really been given a charge yet, so we could change the charge to make sure its available to all disciplines

156 Cheryl: Any other ideas or suggestions? Everyone on the cmt is new

Andisheh: What if you sent out a survey to all committees so everyone knows what committees are working, since some don't really do anything?

Cheryl: I think what you and Justin are saying is that this year, they can put together a compilation of what's going on in all these different pockets. I don't think it needs to be a



clearinghouse or one extra step, but rather to let everyone know. Basically put together a list

Andisheh: More that some while on some committees, we don't seem to do anything. So asking is this committee useful for this campus

Cheryl: I appreciate all the feedback, since we're all brand new to this committee

#### 159 Online Teaching

Kat Gullahorn: Committee's first meeting is being scheduled soon. Canvas Labs are virtual and ongoing. This link will provide a schedule:

[https://ctl.unm.edu/instructors/support/open-labs/index.html?\\_gl=1\\*ib63wt\\*\\_gcl\\_au\\*MTk3NjUyNTk4MS4xNjk0MDE2MDI0](https://ctl.unm.edu/instructors/support/open-labs/index.html?_gl=1*ib63wt*_gcl_au*MTk3NjUyNTk4MS4xNjk0MDE2MDI0)

Please don't be shy to email us with questions at any time.

#### 159: Faculty Senate

Justin: Met Faculty Senate on Aug 29th. Provost Holloway spoke about 3 new grand challenges. Child health, just transitions in green energy, sustainable space research. If you want to look into those, feel free

Couple comments about enrollment increases. 3.75% increase in ABQ, 8% at Valencia. Some of the most growth on accelerated online programs

Faculty Compensation on ABQ; equity study said that they're 16 million short of compensating faculty fairly. This is a long term issue

Provost & President are discussing legislature and compensation, will report next time.

Barbara Lovato: Anthropology may be moved to STEM program. There was a vote, and they made a good case why it's STEM

Talked about Timelycare <https://timelycare.unm.edu/> for UNM students

Quick turnaround for psych

Main campus has to go in, branch campuses can do it virtually

OER presented, grant applications soon, should be more presentations and info on that coming soon <https://libguides.unm.edu/OERgrantprogram/>



Tressa: As an anthropologist, if people want to reach out to me, I have experience of it working with STEM and teaching anthropology as both an art and science. Happy to contribute to this discussion

Justin: We had our first BCCC meeting. Couple things on the horizon are faculty sharing. We haven't gotten too far but want to have this convo of what it would look like and help adjuncts

Also fighting for living wages for adjuncts

Meeting again in October, please let me know anything you'd like to see the Branch Community College Council fight for on your behalf in AY 2023-2024

Barbara: Students add classes 2 weeks in, how to do help or mitigate that

Also if a class is not making, many people sign up the first day of classes, so it might be good to find a balance and pre-gather info on who may take it

208 Cheryl: Question about the STEM. Someone mentioned that social science may be brought into STEM. Does anyone know anything about that?

John: I think it was adding a social science requirement to STEM degrees

<closed captioning and volume issues>

Scott: I just like that the closed captioning tried to spell Taos and then just gave up

Ana: As an aside, this to me is problematic. We may need a change of venue

Jerry: Try one of the rooms with a new fancy recorder

Ian: We've had 50/50 success rate with this speaker & mic

Stephen: It sounds much better than it usually does, but I'm getting a lot of feedback. It sounds good on the Zoom end.

Andisheh: I think the lack of recording may be helping. Sounds of some people passing by don't help

Ana: Glad it's better in zoom, but here is very quiet

**211 Slush Fund Allocation (3 min)**



John: We have a slush fund?

Laura: Don't call it that, but yes and it's legal

<Clarifications, what we used for food last year>

Ana: I like the idea of using it for food. Zoom people, would you come down?

<general assent>

#### **214 October FA Date (3 min)**

Ana: we need to push as our regular friday falls during fall break

Pushed next FA to Oct 20th since no one wants to do meetings on fall break

#### **214 At-Large Adjunct Member Nominations & Voting**

Ana: Do we have any nominations for the at large adjunct member of the FEC?

Cheryl: Does adjunct have a chair?

Laura: No

Scott: They haven't met yet

<Tressa and John are only adjuncts here, general revisit of adjunct payment>

John: I'll stand in as that member for now

Ana nominates, Jerry seconds. John Bollwig candidate for Adjunct At Large member

Ana: Any discussion?

Jerry: Any opposed? ...

VOTE was a "murmuration of ayes", no nays, no abstentions

John elected as our new Adjunct Member At-Large

#### **218 Faculty Survey Results & Discussion (10 minutes)**

Ana: 13 respondents of survey as of this morning.

Would like more responses

People are typically satisfied with how things are going

4/4 is huge and it's reflected in responses

Some suggestions of things to work on



Classroom design - why do our classrooms not represent our teaching style more appropriately? Lots of energy there to discuss

IT - Printers in rooms often don't work. Work in progress, still getting feedback

Helpful for adjuncts to have dedicated shelves for library mats & teaching resources

Bumping \$750 up to reflect inflation

Scott: With inflation from 2004 -> 2023, it would be about \$1200 today

Ana: And adjunct \$300 -> \$480

Majority of people feel heard by admin and chairs

Culture is good, student focused, friendly

A standardized form for teacher evaluations

Equity for adjuncts always on the table

Talking about how processes & resources are not always clear

List will be compiled and summarized later

Laura: We have 36 faculty. <So 13 ~1/3rd response rate>

Ana: Annual & sick leave brought up. More of a union matter

Laura: Not a local matter necessarily

Ana: It is on the radar though. Any thoughts?

Cheryl: Yes. Full timers are considered 9mo contracts, but we do not have full time benefits. If we have 12mo contract like staff or CNM we would have sick & personal leave. Can donate hours for people who are really sick. The 9mo contract gives UNM an from having to provide that

Jerry: For us because we're salary, it depends on the length. If I call out sick for a day or two, my paycheck does not change.

Cheryl: Was brought up in FEC that it's dependent on chair

Justin: This is the kind of thing we can bring up to BCCC / Faculty Senate

Laura: No matter what happens, they won't dock salary

Cheryl: At the same time, if someone gets really sick it's up to chair / institution / dean who decides, which can give a discretionary



Laura: We can't do that though, we'd be sued. FMLA

John: We have a catastrophic leave donation program for staff, which gives a pool of hours to give compensation for people

Scott: Looking at the union contract, which codified what we had. We do accrue sick leave.

Cheryl: Medical site says we have 0 there

Laura: It's 9 months

Scott: All full time, which includes 9mo. The way it's worded is different but it's not that different from CNM

Laura: I think you accrue 1 mo per year of service

Cheryl: Why is it not appearing on the benefits package?

230 John: Could be a programming issue.

Cheryl: Is describing issues where you could be denied catastrophic or FMLA leave  
What does the union contract say?

Scott: Union says that less than 10 days, dept will find someone to cover class

Cheryl: But people covering class need compensation

Scott: Over 10 days, may approve up to a 6mo leave. Discretion to provide more if they need to. Our union would like to see tighter language in contracts

Cheryl: Personal & medical leave needs to accrue and be shown in the benefits page

Laura: Personal leave is interesting. How is that different from sick leave since you have ad-hoc personal leave if you're not in class.

Cheryl: It needs to formally accrue so it can be used in an emergency. I didn't bring this up myself, but others have been talking about it since they've been in a position to find someone to cover their class and being given an online, do we pay whoever fills in, etc.  
If it were more formal, we wouldn't have questions

Ana: Overall, we want more transparency

235 Laura: Have to go, pushing the curriculum and assessment stuff to next meeting



John: I would spend annual & sick leave before I would have to use any of the more complex insurance & systems. Sounds like you don't have the PTO buffer before you use that.

Scott: CNM's contract gives 6 days / 36 hours of personal time, but wants to maintain continuity of instruction.

Ian: Coverage also doesn't work in BIT division; I can't cover welding or vice versa

Cheryl: And for psych, I only have adjuncts to cover who would not be paid

John: I think it's up to you if you need the class to take place during your absence

Cheryl: I can't make it sometimes, so I'll ask people to cover an exam or make a discussion post

Ian: Or do a video & online substitution

Ana: CNM you had to get coverage. Maybe it's different here, a post-pandemic thing

Steven: CNM you can now, just encouraged to find a sub

Pyotr: Typically, since CNM is so big, a sub can be found. I had to take leave and couldn't find a sub. I was obligated to provide an online replacement

Scott: Union is not happy with much of the current language

Cheryl: I'll double check, but it seems 12 month contracts are where these are standardized

### **New Business / Announcements**

AJ: FEC Goals

Hinge on conversations in here and survey results

John: I can show you how to make an annoying reminder if you want

AJ: I can do that, don't worry

College/Branch Curriculum and Assessment Committee postponed until next meeting as Laura had to leave

Justin: Inaugural Faculty Film Night at Guild Cinema. 9/21 @ 550



The Owners, a 2019 Czech film

Jerry: Unfortunately during fall break

Annular Eclipse! 913 - 1030 on Oct 14th.

Going to bring out some telescopes in the courtyard

Pyotr: STEM Committee meets a bunch, but was not given a summary earlier

Ian: It's not a standing committee, so it doesn't automatically get a briefing

John: If you have something to update, contact the FEC to get on the agenda

245 Adjournment