

**The
Faculty Assembly Meeting**

MINUTES

October 20, 2023 12:30 PM ZOOM

MEETING CALLED BY:	Dr. Keri Stevenson, Faculty Assembly President
MINUTES ASSEMBLED BY:	Andrew McFeaters, Faculty Assembly Secretary
FACULTY ATTENDEES:	John Burke, Neysa Cox, Chris Chavez, Markos Chavez, Sonya Damon, Christopher Dyer, Robert Encinio, Yi-Wen Huang, Hasani Jayasinghe, Joe Kee, Carolyn Kuchera, Jacob LaCroix, Sarah Llanque-White, LD Lovett, Jonathan Lumibao, Elvira Martin, Aretha Matt, Andrew McFeaters, Arun Muthaiyan, Kristian Simcox, Keri Stevenson, Kristi Wilson, Gayle Woodcock.
GUESTS:	Dean John Zimmerman

Dr. Keri Stevenson begins the report by mentioning that there have been two College Council meetings. The Operations Committee met with the Executive Team on October 6th. The first update is that there is a mentoring program being established through the Diversity-Equity-and-Inclusion Taskforce group to welcome new faculty and staff. Thus far Professor Lovett has four volunteers to act as mentors. He will put out a call for more mentors. Dr. Stevenson asks if Professor Lovett would like to add anything.

Professor LD Lovett: The mentoring program is an extension of the campus culture that we're trying to create as a whole. The goal is to create a place where people feel a sense of belonging. We're looking to match the new employees to mentors. This is a friendship program, very unofficial and not to be confused with the tenure process. Part of the purpose is to support employee retention. There eventually will be a meet-and-greet as part of the program. In our next meeting we shall discuss the rules and responsibilities.

Dr. Stevenson thanks Professor Lovett for leading the program. Dr. Stevenson then mentions that we have a settled schedule for the professional development trainings. On the 3rd of November, around 1PM, there will be a Zoom training for Counseling, Assistance, and Referral Services and the OMBUD office from Albuquerque. That will hopefully give some people ideas about how to handle mental health issues. Counseling is available, through Zoom, for faculty. This is available for other UNM-Gallup employees as well. We are limited to a specific number of sessions, but we are trying to get some other resources on campus--including, hopefully, an in-person counselor. On November 17th, there will be a training session for managers and supervisors called the Employee Lifecycle. That will occur for the full day. Finally, there will be trainings set up for the spring as well. Hopefully there will be a set training schedule in place before the fall of 2024, allowing everyone to make choices ahead of time. Dr. Stevenson then asks if Dean Zimmerman would like to add anything.

Dean John Zimmerman: You covered most of it. The CARS/OMBUDS training is for everyone--for all faculty and staff--and so it's being made available on Zoom. OMBUDS might also talk about work-life balance issues. There should be plenty of time for questions at the end. Then the training for managers and supervisors, which hasn't taken place here for some time, wasn't always available for chairs and directors, but now it will be available to them. The first session, the Employee Lifecycle, deals with on-boarding, performance reviews, coaching, managing, and even when employees leave the institution. Next semester, we shall have a preset schedule. Then, for the 2024-2025 academic year, we'll provide a calendar of sessions for the entire year during Kick-Off Week. That way everyone can plan ahead. Campus PR will make announcements.

Dr. Stevenson thanks Dean Zimmerman. Moving on, Dr. Stevenson mentions that UNM-Gallup has received 2.9 million dollars from the Native American Serving Non-Tribal Institutions Grant. We thank Chancellor Ezzell, Dr. Matt, and everyone else who helped us get that grant. Among other things, the grant will fund a Native American Student Center. Dr. Ezzell has reached out to the liaison at HED to discuss ways in which we can secure recurring money to fund the center after the grant runs out. Hopefully we'll see progress there.

UNM-Gallup is working towards hiring senior tutors at the Center for Academic Learning. Dr. Aretha Matt and Dr. Stevenson are on that hiring committee. We have identified candidates for interviews. Hopefully we'll have two senior tutors on staff by the end of the fall or the beginning of the spring. Then there would be more hours of operation. We are looking for diverse skills--math, science, and so on. The hiring process is ongoing.

Chancellor Ezzell is in discussion with the independent community college and the four-year college consortium and the community college groups to set up a unified list of legislative priorities. That way there is a unified message of what we all want. That might improve funding results.

Finally, everyone has probably received the link to the Strategic Planning Survey. Please take that survey. We need to know what stakeholders (faculty, staff, community members, and students) think is important. The survey lists the five pillars that were identified as important for the strategic plan. Dr. Stevenson asks Dean Zimmerman if he has anything to add.

Dean Zimmerman: We need feedback from our constituent groups. Student Affairs will be incentivizing the survey for students. We also would appreciate if faculty took time for students to fill out the survey in class. We are developing a calendar for face-to-face listening sessions and online listening sessions where there could be more interactive discussion. EOD will be there to facilitate the sessions. These will take place in November. As soon as we know the dates, we'll get them out to everyone.

Dr. Aretha Matt: I would suggest that another link be sent out to remind people of the survey.

Dr. Stevenson resumes, asking if anyone has questions about any of the issues raised in her President's Report.

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