

Faculty Assembly Meeting

MINUTES

FEBRUARY 17, 2017

12:30 PM

CALVIN HALL 248

MEETING CALLED BY:	Smith Rashid Faculty Assembly Vice President (Dr. Lora Stone is at a Mediation Training at UNM Albuquerque today)
MINUTES TAKEN BY:	Shirley Heying Faculty Assembly Secretary
FACULTY ATTENDEES:	Antoinette Abeyta, Shawnadine Becenti John Burke, Stephen Buggie, J. A Cabriaes, Lilia Cuciuc, Irene Den Bleyker, Robert Encinio, Sabrina Ezzell, Jim Fisk, Lewis Gambill, Bruce Galt, Kathy Head, Rachel Hewitt, Shirley Heying, Yi-Wen Huang, Floyd Kezele, Carolyn Kuchera, Tracy Lassiter, Jonathan Lumibao, Matt Mingus, Arunachalam Muthaiyan, Smita Rashid, Ann Sander, Kamala Sharma, Kristian Simcox, Florentin Smarandache, Staffor, Rachel Stewart, Ernesto Watchman, Maria Winfield, Gayle Woodcock, John Zimmerman

Budget committee Dean Roberts is on the Budget Committee and **noted that** report is available as a handout at the meeting today. On behalf of Academic Affairs, Dean Roberts will answer any questions on Rick's **half** today. He furthered that he has witnessed in the past two years a remarkable financial self-regulation on the part of faculty here at UNMG. Its **outcome** is successful shared governance and in particular, the curriculum committee. Dean Roberts further defined **regulation** by stating that if shared governance is going according to plan, then the faculty are deciding what is redundant and where we should put our money and where we should not put our money. For example, this year we are teaching out four programs and that's because the faculty voted for that. The Academic Affairs division, in terms of the budget and financial, **is already** ahead of the game. We have already made sacrifices. Dean Roberts noted that Debbie passed, but she will not be replaced. That is the sacrifice the Dean's office is making. As the Faculty Assembly decides to switch programs, faculty **will** not be replaced in those areas nor should they be. Dean Roberts is trying to make sure that nothing productive that is done in Academic Affairs in terms of faculty and teaching is impacted at all and that is best done by faculty looking hard at everything we do and deciding what should and should not stay. Dean Roberts then asked faculty if they had any **questions** about Rick's report or Academic Affairs.

A **question** was raised regarding travel reimbursement and purchasing issues and whether information will be collected on some of the issues faculty are experiencing, especially given that there are some substantial issues occurring. Dean Roberts stated that until recently, the administrative assistants in each division handled travel. Rick followed a model used **in campus** and at the other branches to centralize travel reimbursement into one position. Dean Roberts responded that this position might not be the right answer for our campus. Dean Roberts **is** working with Jody to bring the **administrative assistants** back into the loop with travel reimbursements.

Student Affairs Director Jayme McMahon reported the following:

1. **Graduation Numbers** Jayme's team finished certifying our graduates for fall 2016. There were 55 Associate degrees that were confirmed and 28 certificates. These numbers are standard for fall and they are hoping for spring that the numbers will be similar.

2. **Spring Enrollment:** Census day for reporting fall 2017 and at that time, our enrollment was 2,187, which is down from last spring we were 2,312. So, we did see about a 5% reduction in enrollment from one spring to the next. With that being said, the campuses and most colleges and universities are seeing an enrollment decline. This is a national trend and we are not immune even though we are unique with our population. We are also down in credit hours. We have seen an increase in CTE enrollment this semester which has declined that contributes to our head count and credit hours because each of those students is taking a couple of courses. So, that is something that has impacted our enrollment. Another interesting thing that Jayme's team is looking at is fulltime/part-time status. In the past five years, we have seen about 50% fulltime/part-time status for our students. So, half of our students were enrolled fulltime and half part-time. This year we have seen a big decline in fulltime enrollment.

Rick Goshorn is not able to attend today's meeting due to a family emergency. He did provide ~~handouts~~ pertaining to financial information that he would like to share with faculty. The ~~handouts~~ were made available at the start of the meeting today.

Dr. Dyer is not able to attend the meeting today. In lieu of meeting with the Faculty ~~Assembly~~, Dr. Dyer's administrative assistant, Christy Butler, emailed various documents to all faculty for review prior to today's meeting.

DISCUSSION

Faculty ~~Assembly~~ Vice President Smith Rashid stated that the Faculty ~~Assembly~~ meeting now move into executive session. Only fulltime UNMG faculty and elected adjunct representatives to remain for the Executive Session of the Faculty ~~Assembly~~ meeting.

Move: Smita Rashid
 Second: Yes
 Discussion: None
 Call the Question: None
 Voice Vote: Unanimously approved
 Motion Carried: Yes

EXCECUTIVE SESSION

DISCUSSION AND ACTION ITEM

SECTION F REVISION APPROVAL

SMITA RASHID

DISCUSSION

I moved to approve the revised Section F70: Articulation, Degree Approval, Transfer of Course Credit, and Approval of Credentialing Standards.

Move: Dr. Carolyn Kuchera
Second: Yes
Discussion: None
Call the Question: None
Voice Vote: Unanimously approved
Motion Carried: Yes

DISCUSSION AND ACTION ITEM

SECTION F REVISION APPROVAL

SMITA RASHID

DISCUSSION

I moved to approve the revised Section F100: Teaching Load.

Move: Robert Encinio
Second: Yes
Discussion: None
Call the Question: None
Voice Vote: Unanimously approved
Motion Carried: Yes

DISCUSSION AND ACTION ITEMS

CURRICULA COMMITTEE

DR. MATT MINGUS

DISCUSSION

Curricula Committee chair Dr. Matt Mingus presented the faculty with several curricula items that require approval today. The first is MATH109, which is a lab course for trigonometry and is part of the new concentration in math, physics and engineering in the AS in science. It has been requested by the math faculty.

I move to approve Form B for MATH 109.

Motion: Dr. Matt Mingus
Second: Yes
Discussion: None
Voice Vote: Unanimously approved
Motion carried: Yes

DISCUSSION AND ACTION ITEMS

CURRICULA COMMITTEE

DR. MATT MINGUS

DISCUSSION

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I move to approve Form B ENG1-10 adding a lab to ENG 10.

Motion: Matt Mingus

Second: Yes

Discussion: None

Voice Vote: Unanimously approved

Motion carried: Yes

using paper forms. Now we have moved to the online evaluation forms and fewer students are completing the forms. With paper forms we have higher returns on the number of students completing them than the computer response forms get. In addition, some programs on this campus have students enrolled who cannot access the online IDEA survey. Are our CTE teachers going to change most student evaluations because their students don't have access to the online IDEA survey? CTE students didn't get the forms in the past and are having problems with it. It was suggested the faculty members actually take their students to the computer lab to complete the survey; however, in the past, faculty had to leave the classroom when students completed the paper forms. Wouldn't taking them to a computer lab and staying in the room with students cause prejudiced responses? In addition, are there going to be standards put into place regarding peer evaluators? If a peer comes into your classroom for 10 minutes to evaluate you, while other peer evaluators stay for the entire class period, is that a fair evaluation? Are there going to be minimum requirements on how we are evaluated?

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please attach a conference agenda with their application and the acceptance letter if you are present. A faculty member asked if it is possible to get information from the committee regarding whether or not an application has been approved.