



**The Faculty Assembly Meeting**

**MINUTES**

**October 17, 2025 12:30 PM ZOOM**

<b>MEETING CALLED BY:</b>	Dr. Arun Muthaiyan, Faculty Assembly President
<b>MINUTES ASSEMBLED BY:</b>	Dr. Andrew McFeaters, Faculty Assembly Secretary
<b>FACULTY ATTENDEES:</b>	Antoinette Abeyta, Chathuri Arachchige, John Burke, Markos Chavez, Neysa Cox, Vanessa Ferguson, Lucia Guerrero, Jennifer Henry, Yi-Wen Huang, Hasani Jayasinghe, Joe Kee, Carolyn Kuchera, Jacob Lacroix, Tracy Lassiter, Elvira Martin, Andrew McFeaters, Roseanna McGinn, Arun Muthaiyan, Sangam Pangeni, Britt Rhuart, Kristian Simcox, Keri Stevenson, Ernesto Watchman, Kristi Williams.
<b>GUESTS:</b>	

**ACTION APPROVAL OF AGENDA DR. ARUN MUTHAIYAN**

<b>DISCUSSION</b>	
<b>Approval of the Agenda:</b>	
<b>Motion:</b> Professor Roseanna McGinn	
<b>Seconded:</b> Yes	
<b>Discussion:</b> None	
<b>Vote:</b> Unanimous	
<b>Motion Carried:</b> Yes	

**ACTION APPROVAL OF MINUTES DR. ARUN MUTHAIYAN**

<b>DISCUSSION</b>	
<b>Move to approve the minutes from the September 19, 2025 UNMG Faculty Assembly meeting.</b>	
<b>Motion:</b> Professor Kristi Williams	
<b>Seconded:</b> Yes	
<b>Discussion:</b> None	
<b>Vote:</b> Unanimous	
<b>Motion Carried:</b> Yes	

Dr. Arun Muthaiyan begins the report by mentioning that committee membership was discussed in the previous month's Faculty Assembly meeting. Several committee chairs have yet to send him the updated membership for their committees. They should do so as soon as possible. Because some faculty requested to withdraw from some committees, it is important to update current membership. Then the Faculty Assembly website can be updated. This will promote transparency.

Dr. Muthaiyan moves on to summarize the issues that the Operations Committee discussed with the Executive Team in their meeting before the fall break. One issue is the use of artificial intelligence in classrooms. It was recommended that a course be developed to teach students how to use AI responsibly. It would be a mandatory orientation course. Students would be given the tools to know when and how to use AI for their futures but also to learn when AI is not permissible in the classroom.

Dr. Muthaiyan then points out that student behaviors in the classroom were discussed at the meeting. Many faculty witness high-school behavior in the college classroom. This concern will be shared with the Academy. Although those students will soon have their own building, the issue of classroom behavior still needs to be addressed.

Another issue discussed at the meeting related to the access to hot water in science labs. There is no running hot water for handwashing or other uses. This has been a persistent problem that has not been addressed for years. The plan now is to build a new science lab--rather, to convert current classrooms into labs. In the meantime, however, the plan is to install portable water heaters.

Another issue raised had to do with procedures at ARC. Prior to the pandemic, the procedure for notifying faculty of a student's accessibility needs involved the student bringing a letter to the faculty member. That made it easier for the faculty member to understand the student's specific needs, and it established a working rapport between the student and faculty member. After the pandemic, ARC simply emailed faculty a letter that indicated the student's needs. The student was not required to meet with the faculty member. The goal now is to reinstitute the pre-pandemic procedures, which will better ensure student success by helping the faculty member better understand the student's needs.

Amendments to the Constitution and Bylaws were also discussed, notably in relation to the new divisional structures that were adopted last year. Because of that restructuring, the Constitution and Bylaws need to be updated. That is an objective for this year.

A further issue discussed at the meeting had to do with the teaching symposium being developed by the Committee for Teaching Excellence. An email has been sent out to solicit participants for the symposium. Faculty are being asked to respond to that email.

The workload policy for the Business Science Technology Division was also discussed. Because science faculty teach labs, they technically carry fifteen credits, which is three more credits than the required twelve credits in the current workload policy. This presents an inequity in compensation. While Valencia assigns three credit hours for labs, Gallup assigns only two credit hours. This is an issue that the administration should address.

Dr. Muthaiyan asks if there are any questions.

Professor Roseanna McGinn says that she thinks most of this sounds so exciting. She can tell that the Executive Team and the Ops Committee have been working hard to come up with some strategies, and that individual departments are starting to voice more of their concerns about workload policies. She adds that she is looking forward to hearing from committees about what they desire regarding language revision in the Constitution and Bylaws.

Dr. Muthaiyan thanks Professor McGinn for her comments. He asks if there are any other comments or questions. No comments and questions are forthcoming. He then introduces the Curricula Committee action item, which entails voting on three forms.

**ACTION ITEM                      CURRICULA COMMITTEE FORMS                      PROF. JENNIFER HENRY**

Professor Jennifer Henry introduces the following forms for voting: Form B for the Medical Lab Technology AAS degree, Form C for the Medical Lab Technology AAS degree, and Form C for the Secondary Teacher Education AA.

Polls are shared to allow faculty to vote on each form. In each case, the votes in favor of adopting the changes are unanimous: 20 out of 20.

Dr. Muthaiyan thanks Professor Henry. He then asks for the report from the Faculty Assembly Senators to Albuquerque.

**INFORMATION                      SENATOR'S REPORT                      DR. SIMCOX AND DR. LASSITER**

Dr. Tacy Lassiter begins by mentioning that she had attended the Albuquerque meeting in person last month. Information regarding the campus safety plan took up the bulk of the meeting. One of the major concerns involved the new practices and policies to prevent incidents like the campus shooting that occurred in July. Beyond that, there was conversation about President Stokes' approaching retirement. Dr. Lassiter asks Dr. Kristian Simcox if there are other issues worth mentioning.

Dr. Simcox adds that they approved a new parental leave policy. It largely continues what already exists, but it now includes faculty not covered by the CBA. Aside from that, the coming multi-branch November 7th town hall was discussed.

Dr. Lassiter adds that they discussed ways to better recognize our students in adult education. The idea is to better integrate them into the campus community. Finally, Dr. Lassiter mentions that another issue discussed had to do with equity in compensation for summer teaching. Although this issue would be handled by the union, it could be advocated for in other ways.

Dr. Muthaiyan thanks the senators for their reports. He then asks for the reports from the standing committees.

**INFORMATION                      COMMITTEE REPORTS                      COMMITTEE CHAIRS**

**Adjunct Faculty Affairs Committee:** Dr. Kerry Stevenson says they had their first meeting on the 3rd of October. The potential dissolution of the committee was discussed. It was decided to retain the committee because the union alone was not enough to represent the interests of part-time faculty. The committee then discussed the FAQ site that was created last year. They are looking into how to access the site that had been created by Professor Jeff Hunt. Dr. Stevenson then mentions that she had

contacted Division Chair Matt Mingus to discuss whether math and science faculty can use the workspace in SSTC since their space had been damaged by last year's flood. Dr. Mingus said that would be fine. Finally, Dr. Stevenson says that she is working on accessing the email list for parttime faculty.

**Budget Review Committee:** Dr. Andrew McFeaters says that the committee met earlier in the day. They have been looking at the new Innovation Grant website and application to see if additional information could be added to help prospective applicants. There are some areas that are vague. For example, the review process could use more details so that faculty can understand how their applications will be handled. It is important the members involved in that review process represent all of the divisional interests--math, science, fine arts, and so on. Aside from that, the Budget Review Committee noticed that the budgetary documents on the Faculty Assembly website need to be updated. That is something they will address.

Dr Muthaiyan asks Dr. McFeaters to raise the issues with the Innovation Funds website at the next Operations Committee meeting. Dr. McFeaters says that he will do so.

**College Assessment and Review Committee:** Dr. Chathuri Arachchige greets everyone. She says that faculty will receive emails requesting artifacts for the next assessment cycle. However, the committee ran into some confusion when trying to assign special essential skills in relation to subjects under core areas. That is something they will discuss at their next meeting.

**Committee on Teaching Excellence:** Dr. Hasani Jayasinghe says that, since their last meeting, they have been working at organizing and putting things up for the coming teaching symposium on literacies across the curriculum. An email was sent out to faculty earlier in the week. Dr. Jayasinghe asks that faculty consider submitting a proposal. The deadline for proposals is January 30th, 2026. The symposium will take place on March 6th. Proposals can take form as individual papers, demonstrations, panel discussions, roundtables, or other creative activities.

**Constitution and By-Laws Committee:** Professor Roseanna McGinn says the committee met and discussed three issues, and those issues were raised at the recent Operations Committee meeting. The procedures for presenting readings, allowing debates, and conducting votes on proposed revisions were discussed. One major effort is that committees are being asked to review the language for their policies and procedures in the Constitution and Bylaws. Professor McGinn says that she will probably create a poll to invite feedback from faculty.

**Curricula Committee:** Professor Jennifer Henry, summarizing what Professor Markos Chavez had discussed last month, says that the committee is working towards how to revamp the program review instrument. As it stands at present, the process includes a lot of redundancies, which slows it down. The goal is to streamline the process. For that purpose, the committee has invited Monte-Angel Richardson, who works with both main campus and our campus. She compiles data that is used for program reviews. The institutional researchers have been meeting together to create more consistent analytics. They are discussing ways to define and measure persistence, retention, and so on. A survey is being finalized, and that survey will be sent out to the division chairs, directors, and program coordinators. The goal is to get feedback on the current program reviews.

**Distance Learning Committee:** Dr. Lassiter says that the committee has yet to meet. They have not achieved quorum to elect a chair. Hopefully, one project that the committee will address will be to relaunch the survey from the previous year. More participation is needed. Dr. Lassiter says that she is working on creating a Canvas template that conforms to the new accessibility requirements. She adds



**Motion to adjourn.**

**Motion:** Professor Roseanna McGinn

**Seconded:** Yes

**Vote:** Unanimous

**Motion Carried:** Yes

**Meeting adjourned at 1:41PM by Faculty Assembly President Dr. Arun Muthaiyan**

**Recorded by:** Dr. Andrew McFeaters, Faculty Assembly Secretary, on October 17, 2025.