



**The
Faculty Assembly Meeting**

MINUTES	April 15th, 2022	12:30 PM	ZOOM/Remote
MEETING CALLED BY:	Dr. Matt Mingus, Faculty Assembly President		
MINUTES ASSEMBLED BY:	Keri Stevenson, Faculty Assembly Secretary		
FACULTY ATTENDEES:	Anotinette Abeyta, John Burke, Christopher Chavez, Markos Chavez, Alok Dhital, Robert Encinio, Sabrina Ezzell, Jim Fisk, Lewis Gambill, Bruce Gjeltma, Corine Gonzales, Hasani Jayasinghe, Joe Kee, Jr., Carolyn Kuchera, Tracy Lassiter, Jonathan Lumibao, Aretha Matt, Andrew McFeaters, Matt Mingus, Arun Muthaiyan, Jon Saatvedt, Kelley Schukar, Kristian Simcox, Keri Stevenson, Lora Stone, Kristi Wilson, and John Zimmerman.		
GUESTS:	None		

ACTION	APPROVAL OF AGENDA	DR. MATT MINGUS
DISCUSSION		
I move to approve the agenda.		
Motion: Robert Encinio		
Seconded: Yes		
Discussion: None		
Vote: Unanimous		
Motion Carried: Yes		

ACTION	APPROVAL OF MINUTES	DR. MATT MINGUS
DISCUSSION		
I move to approve the minutes from the March 25th, 2022 UNMG Faculty Assembly meeting.		
Motion: Andrew McFeaters		
Seconded: Yes		
Discussion: None		
Vote: Unanimous		
Motion Carried: Yes		

INFORMATION	PRESIDENT'S REPORT	DR. MATT MINGUS
Faculty Assembly President Dr. Matt Mingus reported on the following:		

Dr. Mingus announced that the Assembly elections were coming up, from April 18th to the 20th, closing at 5 PM. He asked faculty to contact Dr. Arun Muthaiyan if they had questions. Dr. Muthaiyan asked people to check their email on Monday morning for a message that would have a link to the ballot, and to let him know if they did not receive the email. Dr. Mingus urged Assembly members to vote, as otherwise it becomes easier for the administration to press back against the Operations Committee.

He also asked attendees to read through the F100 policy on workload currently up for review and send comments to the handbook@unm.edu address. If something needs to change or it isn't what it should be, faculty should let the creators of the policy know.

Dr. Mingus's final reminder was that there would be a blood drive on campus on Monday the 18th. He asked Professor Gonzales to put the link to sign up in the chat. Then he asked for questions. As there were none, he turned over the floor to Dr. Tracy Lassiter, UNM-Gallup's new online coordinator.

INFORMATION

ONLINE COORDINATOR

DR. TRACY LASSITER

Dr. Tracy Lassiter, the new coordinator, said that there is an opportunity to make this blank state position into a new one that faculty can use. She thanked Dr. Mingus and others for pushing for the Online Coordinator to become a position.

She had started working with the Dean, the DLC, and colleagues from Albuquerque campus and other branches to shape this role into something that would serve the campus and the students. She was concerned that faculty teaching online this summer would lack sufficient Canvas training to build and launch their classes. She had therefore sent an email asking people to contact her with what they needed and their various levels of knowledge. She also asked faculty to think about how they would use Canvas to supplement their face-to-face classes, the way she had done in the past with Learn.

Dr. Lassiter and Dr. Mingus put up a Zoom poll on what faculty would prefer the online coordinator handle. The options included individual training for faculty, workshops, and brief presentations on universal design. These were ranked in order from first to fourth preference. Professor Kelley Schukar said that all the choices seemed important; Dr. Mingus agreed that they were and that over time, Dr. Lassiter and campus leadership would try to prioritize all of the different needs.

Dr. Mingus added that Dr. Lassiter would start her job in the summer, and faculty should contact her to ask questions. Professor Markos Chavez said that the library would be happy to help Dr. Lassiter with her new role.

ACTION ITEM

CURRICULA COMMITTEE

DR. LORA STONE

Dr. Lora Stone said that there were two curricula forms for the Assembly to approve. The first one was a deletion Form C of the A.S. in Health Information Technology. This was to be replaced by the A.A.S. in HIT to better align with HED requirements. The registrar's office had requested a formal deletion of the old program.

The other was a new Form C for the Certificate to become a Community Health Worker as currently offered at UNM-Taos. This certificate would train community health workers in treatments and

prevention and meet the Department of Health standards. This is an important job according to the Bureau of Labor Statistics, Dr. Stone said, and was predicted to grow 17% over the next ten years.

I move to approve Form C, deletion of A.S. in HIT.

Motion: Lora Stone

Seconded: Yes

Discussion: None

Vote: Unanimously approved

I move to approve Form C, new program Certificate Community Health Worker.

Motion: Lora Stone

Seconded: Yes

Discussion: One faculty member asked whether the certificate had already been approved, as they had previously thought such approval would take a long time. The answer was that it had been approved by the UNM-Gallup Curricula Committee, and would now proceed to Albuquerque and their Curricula Committee. Progress on the certificate can be monitored through Quali. The hope is to have the first students enrolled in the program in Fall 2023.

Vote: Unanimously approved

The Curricula Committee had no additional documents, Dr. Stone said, and turned the floor back over to Assembly President Dr. Mingus.

INFORMATION

COMMITTEE REPORTS

COMMITTEE CHAIRS

DISCUSSION

Dr. Mingus asked for committee reports:

UNMG Senator to ABQ: Dr. John Burke said that the last Senate meeting had mentioned the financial compensation increase for faculty. There had been a salary adjustment as of April 1st. Albuquerque had decided to raise their tuition 3% due to significant budget shortfalls. There had been union MOA's of faculty compensation for 3% and 4%, the second raise to be added in July. The Regents had also approved the C07 policy on faculty discipline, and the Quali workflow process is active and should let people know where something has stopped or been bottlenecked.

The Branch Campus Council has been talking about the revision of F100. Dr. Burke echoed Dr. Mingus's comments on the need for faculty to read through the policy and comment on it. He thanked members Lee Brown and Ms. Middlebrook for speeding this through. He also asked faculty to contact him with questions for the Branch Community College Council. Dr. Lassiter added that she was term-limiting out as Faculty Senator, but Dr. Burke and the other BCC members would be monitoring the F100 policy as it proceeded through the bureaucracy. This would involve, among other things, looking at the revised policy to make sure that a 4/4 teaching load stays in place during the spring.

Dr. Mingus asked about the tuition increase at Albuquerque and whether the branches were planning to increase theirs. Dr. Burke said that he did not think so; Dr. Lassiter said that the Provost might have presented on the tuition increase and this might be in the archival recording of the Faculty Senate meeting. No other branches were planning to raise it, but the Albuquerque student representatives were planning to increase student fees of various kinds.

One faculty member asking if UNM-Gallup could write its own faculty handbook, like the other branches have. The response was that this would be something the Faculty Assembly needed to take on. Dr. Burke said that he thought workload policies would be part of that. Dr. Lassiter added that she thought using UNM Albuquerque's handbook was a better idea because UNM-Valencia's handbook, for instance, was written in a problematic way. Dr. Bruce Gjeltrema was concerned that if we had a local handbook (which he had had a conversation about with Dr. Lassiter), the local administration would have more opportunity to manipulate it. Meanwhile, the Albuquerque handbook protected Gallup faculty in the manner that Albuquerque faculty were protected. A local handbook could involve good language, but it would make faculty more vulnerable to administration officials who could alter it.

Budget Review Committee: Dr. Gjeltrema, the chair, said that there was no report from the committee, but he wanted all faculty to have input on how the budget was shaped. The committee planned to canvass faculty again in the fall. He asked Assembly members to think about new staffing and program requests during the summer, as well as what funding for supplies and equipment was needed.

Committee on Teaching Excellence: The chair was not present, and no report was given.

Constitution and By-Laws Committee: Dr. Stevenson, the chair, said no one had contacted her with proposed changes to the constitution or by-laws for next year. If someone had any to propose, she asked them to send these changes as soon as possible, and to scan committee by-laws for any others they wanted to make, preferably during the summer.

CARC: Professor Kelly Schukar, the chair, said she had met with the Head of the Assessment Office at Albuquerque. She was planning to send Professor Schukar the SLO's for degrees and programs, some of which Gallup did not currently have. Student artifacts were still due May 15th.

Curricula Committee: Dr. Stone said she had no further report after the business the committee had already handled.

Library Committee: Dr. Andrew McFeaters, the chair, said that the committee had met that morning. They had discussed different projects, which included two main ideas. Professor Markos Chavez has put on some great events already, and they want to create a schedule of events for the beginning of the fall semester that would allow professors to incorporate these events into their classes as assignments. Dr. Muthaiyan mentioned that there were recent studies that had highlighted falling student engagement and rising disconnection as a result of COVID. Putting together a gathering in the early weeks of the fall semester to remind students of why they are here and moving beyond the flexible pandemic schedule is an idea the Library Committee is considering.

Strategic Planning Committee: Dr. Burke thanked the committee members for their work. Community engagement, workforce planning, developing leaders, and having professional development are among the committee's current goals. These are ongoing topics, but not something that can be stopped at a certain point when included in the strategic plan, requiring more research.

Distance Learning Committee: Dr. Carmela Lanza, the chair, was not present, but had sent a report that the committee's last meeting for the semester would be on April 19th.

Adjunct Faculty Affairs Committee: Professor Kristi Wilson, the chair, said that the committee had met last Tuesday for its final time during the spring semester. They had discussed updating the adjunct faculty email listserv, creating a virtual orientation, their mentorship survey and in-person check-ins, and other activities. They had also synced the computers in the SSTC 127 workspace to the new printer

and had discussed what was working and what was not. Their feeling was that the orientation at the beginning of the semester might not be a good service for adjuncts; the committee might do check-ins throughout the semester instead. The new workspace could be a good one for hosting these. Professor Wilson praised the contributions of committee members throughout the semester: Dr. Muthaiyan's work with technology; Dr. Lewis Gambill's provision of resources and positive feedback; Dr. Aretha Matt's proofreading; and the adjunct members who had given them thoughtful feedback.

UA-UNM, Faculty Union: Dr. Stevenson, UA-UNM VP for Gallup, talked about the union's MOA's with the administration on faculty pay. However, questions that the union had asked and the administration had not answered remained, such as why the administration refused to establish a base level of pay for adjunct faculty. The union will continue to ask these questions of the administration. Dr. Stevenson also reminded the Assembly of the union elections to be held during finals week.

A faculty member asked what the current floor for adjunct pay was. Dr. Stevenson replied that it was around \$825 per credit hour for branches, about \$4100 total for Albuquerque adjuncts. The obvious disparity is one of the problems the union is working to address.

INFORMATION

ANNOUNCEMENTS

VARIOUS

Professor Jon Saatvedt announced that there would be a job fair on the same day as the transfer fair, the next week on Thursday the 21st. Ms. Michelle Lee had offered to share the transfer fair's time and space with the job fair. Dr. Burke and Professor Saatvedt had reached out to a number of community contacts and would have 20 coming to recruit. Professor Saatvedt said he had copies of fliers about the fair that faculty could post.

Professor Markos Chavez wanted to invite all faculty to a presentation by Dr. Mingus on Tuesday, concerning Russia's invasion of Ukraine. This presentation would be hosted in the library at 5 PM.

Dr. Lassiter said that there were two student-oriented events coming up. Her tech writing students would be posting "Guess the Object" descriptions that people could read and enter guesses about as to the object's identity. Entrants would win prizes like bookstore gift certificates. On Monday or Wednesday of next week, ENGL 100 students would post Visuals to Voices posters in the evening in the CAL. Students were encouraged to stop by and sign their names in the guestbook.

INFORMATION

INTERIM CHANCELLOR'S PERSPECTIVE

DR. SABRINA EZZELL

Dr. Ezzell said that she was glad to be invited to give the Assembly her perspective. She had agreed to be the Interim Chancellor because she cared about the community and the college, as well as faculty and students. Part of her plan includes making sure UNM-Gallup is doing things that demonstrate how we value faculty, students, and staff. She will be happy to accept feedback on other changes we could be making. Leading by example is a part of this.

Dr. Ezzell said that she planned to address financial needs during her term as Interim Chancellor. Factors that will help us address those needs include focusing on student recruitment/retention and new programs. She stated that this was not a hard and fast plan, but one that was coming together. She added that she looked forward to working with Dr. Mingus and the division chairs, and making this a group effort. Her role is partially keeping the campus stable during the search for the next Chancellor.

Dr. Mingus said that he was glad to have the faculty work with Dr. Ezzell and help the institution and community. Dr. Ezzell acknowledged that she had received a lot of support. Dr. Mingus asked if she would become the Interim Chancellor on July 1st, and she agreed that this was the official beginning of her term.

No faculty had questions, so Dr. Ezzell yielded the floor back to Dr. Mingus.

ACTION ITEM**ADJOURNMENT**

I move to adjourn.

Motion: Alok Dhital

Seconded: Yes

Vote: Unanimous

Motion Carried: Yes

Meeting adjourned at 1:15 PM, by Faculty Assembly President Dr. Matt Mingus.

Recorded by: Keri Stevenson, Faculty Assembly Secretary, on April 15th, 2022