

INFORMATION**FACULTY ASSEMBLY
PRESIDENT'S REPORT****DR. MATT MINGUS**

Faculty Assembly President Dr. Matt Mingus reported on the following:	
<p>On Tuesday, Dr. Mingus said, he had met with the other branch Assembly Presidents. This has been a helpful exercise, and they will continue to meet monthly to discuss and understand branch campus issues.</p> <p>The Ops Committee had also met with the executive team that morning. Dr. Mingus urged Assembly members to contact him or other Ops faculty to speak about issues they have.</p> <p>As there were no questions, Dr. Mingus turned the floor over to Dr. Malm.</p>	

INFORMATION**CHANCELLOR'S REPORT****DR. JAMES MALM**

<p>Dr. Malm explained how the political process to get bonds and funding for buildings was going. Currently, we have three million dollars to renovate the CCTE labs, for a total \$6.5 million dollar renovation of the CCTE facilities. Mr. Griego, UNM-Gallup CFO, has moved all the funding that needs to be moved into the proper accounts.</p> <p>The 2022 bond proposal, however, is now on hold, in what Dr. Malm called a yellow light state. This was a bond meant for the renovation of Gurley Hall. The admin team had presented it this summer, but the legislature said that they would only give 3 million instead of the 8 million that will be needed. The legislature may, in fact, cut this further, and further delay the renovation.</p> <p>No funding has been received for the separate CCTE building, Dr. Malm added. The governor line-item vetoed it the first time, and the second time, it was written out of the Senate law or otherwise never made it to a collective vote. Instead, we were approved for a renovation rather than a completely new building. Since we are going to have the money for the renovations, the new building is on hold.</p> <p>Dr. Malm received no questions, and handed the floor over to the UNM-Gallup Dean of Instruction.</p>	

INFORMATION**DEAN'S REPORT****DEAN DR. DANIEL PRIMOZIC**

DISCUSSION	
<p>Dean Primozic announced that the Dean of the College of Education on the Albuquerque campus and his assistant had visited and made a presentation to the local advisory board about getting education programs at Gallup. They came with money that the Provost gave them, and this will help create Elementary Ed, alternative licensure, and other programs for education students. Dean Primozic added that he trusts the College of Education to keep their word about continuing support, financial and otherwise. These programs will start in the summer, and those who saw the presentation reacted positively. As the main problem in having education programs at UNM-Gallup was funding, this has now been solved.</p> <p>The Dean also said that he knew people were curious about the progress of the new programs, so he had sent a document to the Ops Committee and all the division chairs about the progress on this front. Faculty can ask the Ops Committee and the chairs for that document if they have not seen it.</p>	

As he received no questions, Dean Primozic gave the floor to Student Affairs Director Jayme McMahon.

INFORMATION

**STUDENT AFFAIRS REPORT DIRECTOR JAYME
MCMAHON**

DISCUSSION

Director McMahon said that the last day for students to drop without permission is November 12th. Withdrawal grades can be entered after this only by permission of faculty, or else students will need to receive permission from the Student Affairs office. The Spring 2022 schedule will be available for viewing next week, and that will be at both the UNM-Gallup link and the schedule.unm.edu link. Students can register starting November 8th. Director McMahon thanked faculty for letting advisors come to their classes and explain registration.

Currently, the Student Affairs office is planning fall commencement for December 18th. The venue is to be determined.

Director McMahon added that Student Affairs has been contacting students who have not reported their vaccination status. About 50 students are still on the list to be worked with. If they are listed in the report as not having responded to the mandate, then they have registration holds on their accounts, and they are going to be disenrolled on or after November 5th. Partially vaccinated students will be able to avoid this disenrollment as long as the university knows they are at least partially vaccinated.

No one had questions for Director McMahon, who turned the floor over to CFO Robert Griego.

INFORMATION

CFO'S REPORT

MR. ROBERT GRIEGO

DISCUSSION

Mr. Robert Griego shared his screen, which contained the budget calculations. He said that the original and revised budgets for 2022 Period 3 were almost the same. \$14.6 million dollars has been budgeted out of \$15.6 million, which means we are nearly on track. Mr. Griego added that we are down a little bit on some revenues; on the other hand, some of the fringe benefits are not calculated yet.

There are also some unfilled positions that have not yet been taken out of the budget. Instruction & General contain the largest percentage of costs. Tuition arrives in the fall and spring, and we haven't quite reached 50% because we're a little down in headcount. This also doesn't count any tuition from the summer term.

Mr. Griego then reported that UNM-Gallup is also a little under budget when it comes to expenses, again a very close match to what we thought we would have. He also expects property taxes will be down this year from last year, and anticipates a hole of roughly \$400,000. The vacancies will probably add a little to the budget.

As there were no questions, Mr. Griego then turned the floor over to Dr. Kathy Clapp, the presenter from CARS.

DISCUSSION ITEM

CARS PRESENTATION

CARS TEAM

DISCUSSION	
------------	--

Dr. Kathy Clapp from CARS introduced herself, and said that she was happy to be at the Assembly meeting. She explained that CARS stands for Counseling, Assistance & Referral Services. They offer free services for faculty. Some of the branch campuses had previously had people drive to Albuquerque to use their services, Dr. Clapp said, but now they do the majority of their work by Zoom. They also support UNM staff, and offer couples, individual, and supervisory consultations.

She also added that debriefings are offered to departments in cases of traumatic loss of a colleague. Longer-term therapy, however, is often referred to community providers. CARS does not offer counseling for children or adolescents, or whole families.

Under UNM Policy 3750, Dr. Clapp said, using the services of CARS does not cost sick leave or annual leave days. Therapy is 100% confidential, and CARS providers do not send details to HR or supervisors. Employees can receive notes about their use of the services if they ask for them, however.

Personal life counseling is offered, Dr. Clapp went on, but it can also be offered in the cases of struggles with bosses or coworkers. Some of the people they see are then referred to LoboCare. They do not offer or prescribe medication, so that must be done through other services.

Cars.unm.edu has a list of CARS providers and their pictures and educational accomplishments. There is a wellbeing newsletter, and a newsletter tailored for answers from front-line supervisors. Dr. Clapp urged faculty to call the main number, 272-6868, for access to the services. They will send paperwork that can be signed online to new patients so that these patients understand their confidentiality and privacy policies.

No appointments are set up by email because it is not confidential; this is done over the phone. Eight sessions per faculty or staff member were offered in the past, with another eight sessions after six months, but this has decreased to six free sessions every six months since COVID because of their extreme busyness. Dr. Clapp explained that sessions might be scheduled once every two weeks, or possibly differently, until the faculty or staff member has reached their limit.

Their office is located at 1800 Mesa Vista Road, in the north part of the Albuquerque campus. Parking space is offered right next to the building, and they sometimes hold in-person appointments for those who don't have a confidential place to speak at work. They also use masks, air purifiers, and social distancing in the office.

Dr. Clapp then finished her presentation and asked for questions. Dr. Mingus asked if branch campus faculty are offered fewer services or sessions than Albuquerque faculty. Dr. Clapp said that it was the same for both groups of faculty, especially now that so many sessions are done on Zoom.

One Assembly member asked if CARS offered bilingual services in Native languages or Spanish. Dr. Clapp replied that they do not unfortunately have anyone fluent in Native languages, but there is a provider who speaks Spanish. CARS offers the service of a psychologist, people with a Master's in counseling, a social worker, and a former director. Ms. Vanessa Haye is the bilingual counselor.

Dr. Mingus then thanked Dr. Clapp for her time. Dr. Clapp left her direct email address, kclapp@unm.edu, and departed.

COMMITTEE PROPOSAL

DISCUSSION	
<p>Dr. Mingus pulled up the language of the proposal that the Distance Learning Committee wanted voted on by the Assembly and shared his screen. Dr. Carmela Lanza said that the DLC would like support from the Assembly for the stipend that Albuquerque campus faculty have received for their EBPTO training to also be paid to UNM-Gallup faculty. There has been a lot of informal conversation in the past, but the stipend was never seriously discussed. Dr. Lanza herself learned that it was paid to Albuquerque faculty from Assembly meetings, rather than the executive team or other sources.</p> <p>Dr. Lanza argued that the UNM-Gallup administration should provide the same stipends to Gallup faculty as the Albuquerque administration does to their instructors. Retroactive stipends should also be awarded to faculty who have completed EBPTO in the past, she said. Dr. Lanza also advocated a deadline for the administrative team’s response, so as to ensure a formal acceptance or rejection of the DLC’s proposal. Dr. Mingus said he would put the proposal on letterhead to send it to the executive team.</p> <p>Another Assembly member added that faculty as instructors are being asked to provide quality distance learning experiences for students. We should think about our students and their experience, and all students, regardless of branch, should have faculty trained to meet these advanced quality standards. Otherwise, students are disadvantaged by where they are in the state. Another faculty member agreed that we should support this proposal and that asking for the stipend is a step toward redressing problems of equity.</p> <p>Another person asked whether the Albuquerque faculty hadn’t received stipends for creating course shells rather than taking the EBPTO class. Dr. Lanza said that when she was in the course, she had worked with a designer, but the course is separate from actual shell creation. Dr. Mingus added that the stipend paid for training is separate from a fee paid for a course shell, supported by Professor McGinn in chat.</p> <p>Dr. Mingus asked about setting a deadline of November 15th for the executive team to respond to the DLC’s proposal, which was approved by other members of the Assembly.</p> <p>I move that the Faculty Assembly support the DLC’s proposal.</p> <p>Motion: Matt Mingus Seconded: Yes Vote: Unanimous. Motion Carried: Yes</p>	

ACTION ITEM

EXECUTIVE REPORTS

DR. MATT MINGUS

DISCUSSION	
<p>Dr. Mingus began the discussion by stating that a faculty member had asked him about getting rid of executive reports from the Assembly agendas, and he agreed to bring the matter up. He said that historically, these reports had been scheduled because executive members were frequently absent from Assembly meetings. Now, they are more present; he has weekly meetings with the Dean and Chancellor Malm, and the Ops Committee meets with them monthly. Specific issues for executive reports could still be asked about and invitations issued when we want the admin team to speak to us.</p>	

We could also ask for email reports, and the Operations Committee could speak about their monthly meetings with executives in the open office hours to the Assembly.

One faculty member advocated for the physical presence of executive team reports in an in-person meeting, although acknowledging that in-person meetings would likely not be held for a while. They saw it as both an opportunity to ask questions and a symbolic connection between the faculty and the administration. Another faculty member asked for biannual reports on important matters like budgetary concerns, while agreeing that this is not needed monthly.

A question arose about whether the convocation weeks would serve as a useful time to present these reports. Dr. Mingus replied that they probably would. At points of crisis, it could have a moderating effect on how the admin team responds to faculty. Others felt that the Assembly could ask the executives to come to meetings in a time of crisis.

Others in favor of removing executive reports from the agenda felt the reports were redundant, especially as communication with the admin team has become stronger in the past few years and transparency has increased. Dr. Mingus agreed with inviting the admin team back for major events, or asking to hear about them from the division chairs, as the chairs meet with the admin team on a weekly basis or more frequently.

I move that the reports from the executive team happen during Convocation Week and that we will not have standing reports on the agenda.

Motion: Matt Mingus

Seconded: Yes

Vote: Three nays, otherwise unanimous

Motion Carried: Yes

INFORMATION

COMMITTEE REPORTS

COMMITTEE CHAIRS

DISCUSSION

Dr. Mingus asked for committee reports:

UNMG Senator to ABQ: Dr. John Burke reported on the latest Faculty Senate meeting. COVID issues are affecting student numbers, and the Senate presented information on students who don't comply with the vaccination mandate. Dr. Burke added that some of the Faculty Senate members were surprised that UNM-Gallup had so many dual-enrollment students. President Garnett Stokes had also shared her ratings by the Board of Regents with the Faculty Senate. Dr. Burke found this unusual and refreshing. He also mentioned some policies that are coming up for revision.

The Branch Campus Council report might be added to the Senator's reports in the Assembly in the future, Dr. Burke said. The Council has discussed promotions for lecturers, problems with which are common to all branch campuses. Workloads and the high school vaccine mandate were also discussed. Faculty Senate President Finnie Coleman joined the meeting to give information and updates.

Budget Review Committee: Dr. Gjeltema reported that the committee is canvassing faculty and staff about the current spending toward staffing and equipment. This survey was originally meant to go through department chairs and administration, but when they raised questions with some of the staff,

they asked the BRC to go talk to Mr. Griego. Positions that are left open and impinging on effectiveness are the subject of the BRC's survey.

Committee on Teaching Excellence: Professor Roseanna McGinn, the chair, reported that the TEC is discussing moving to a different platform, so that more people could participate with remote voting and other procedures. This would require changing the by-laws. Previously, a hybrid meeting had the highest attendance, but virtual meetings have not had very many members, and it has been a struggle to reach quorum. They sometimes do receive good responses to email.

Constitution and By-Laws Committee: Dr. Stevenson reported that the Constitution and By-Laws committee will meet soon, and asked Assembly members to contact their committee chairs if they had changes to suggest for the by-laws. Committee chairs could then send those possible changes directly to her.

CARC: Professor Kelley Schukar, the chair, was not present but sent a report that said the committee will meet soon, and that assessment data was due that day, Friday the 22nd.

Curricula Committee: Dr. Lora Stone reported that the Curricula Committee had met, reviewed, and unanimously approved the program reviews in Certificate in EMT Basic; they were joined by the division chair. Their next meeting is on the 19th of November.

Library Committee: Dr. Andrew McFeaters, the chair, said the committee had met and talked about library acquisitions. They have shared ideas about getting graphic novels to promote greater student engagement, along with hosting author visits. Academic journal publishing platforms are also being discussed. They provide software to design and create academic journals, but they may also offer things like typesetting and hosting electronic editions, for a price.

Strategic Planning Committee: Dr. Burke, the chair of the committee, said that the administrators are looking for input on positions to be filled. Dr. Burke thinks providing a list of mission-critical positions will be necessary, as well as holding the executive team responsible for filling them. Budget and enrollment are being discussed, so how do we set priorities as faculty? For example, said Dr. Burke, the Math and Science division has lost three professors and a lab assistant. The time to hire should be considered now, so these positions can be filled as soon as possible. The Strategic Planning Committee will be looking for faculty input and will work with Dr. Gjeltema and the BRC. Dr. Burke added that we have lost Perry James, an Education Specialist, in the CAL as well. The committee planned to meet next week to discuss this and other issues.

Distance Learning Committee: Dr. Lanza said that they had met last week, and had started laying the groundwork for a Teaching and Learning Center at the Gallup campus. Dr. Lanza had asked DLC members to send feedback on their experiences with online teaching. They will start with a draft of the proposal and will bring it to the Faculty Assembly for a vote, as they did with the proposal about stipends for EBPTO training in the current meeting. Dr. Lanza was unsure about how formal the proposal has to be, and will discuss it with Dr. Mingus.

Adjunct Faculty Affairs Committee: Professor Kristi Wilson, the chair, reported on the mid-semester check-in that was hosted on October 5th. Committee members were invited, along with union reps. Professor Wilson had shared a short PowerPoint presentation along with general resources for adjuncts. She had also met with the committee on October 12th and reported on the check-in. Microsoft Teams is a resource the committee is using to keep in contact with adjuncts, and each member of the committee has various tasks in working with it. Dr. Aretha Matt provided information about CARS, Dr. Arun

Muthaiyan updated the adjunct information, and Dr. Lewis Gambill uploaded information about police, weather delays, and the upcoming shift to Canvas. Professor Wilson will be posting information regarding the union. They will also be highlighting specific adjuncts, like Professor Dana Aldis. They are working on providing available space for adjuncts and granting them access to computers.

UA-UNM, Faculty Union: Dr. Stevenson, the union VP for Gallup, reported that the union is working on workload policies developed at the departmental level which the branch campus administration has disputed, and has potential grievants lined up with the Valencia campus.

INFORMATION

ANNOUNCEMENTS

VARIOUS

Dr. Mingus announced that Professor Ernesto Longa, President of UA-UNM, and Dr. Finnie Coleman, President of the Faculty Senate, would give a joint presentation on Senate-union relations at the November Assembly meeting.

Professor Kristi Wilson announced that members of the Adjunct Affairs Committee may be able to serve as peer observers for adjunct instructors who want these teaching observed in the future.

ACTION ITEM

ADJOURNMENT

I move to adjourn.

Motion: Matt Mingus

Seconded: Yes

Vote: Unanimous

Motion Carried: Yes

Meeting adjourned at 1:49 PM, by Faculty Assembly President Dr. Matt Mingus.

Recorded by: Keri Stevenson, Faculty Assembly Secretary, on October 22nd, 2021