

# Faculty Senate Meeting

## MINUTES

**AUGUST 19, 2016**

**12:30 PM**

**SSTC 200**

<b>MEETING CALLED BY:</b>	Dr. Lora Stone, Faculty Senate President
<b>MINUTES TAKEN BY:</b>	Shirley Heying, Faculty Senate Secretary
<b>FACULTY ATTENDEES:</b>	Antoinette Abeyta, Sylvia Andrew, Shawnadine Becenti, Stephen Buggie, John Burke, Floyd Burnham, Chris Chavez, Andisheh Dadashi, Sonya Damon, Irene Den Bleyker, Robert Encinio, Sabrina Ezzell, James Fisk, Robert Galin, Lewis Gambill, Bruce Gjeltema, Kathleen Head, Rachel Hewett-Beah, Shirley Heying, Yi-Wen Huang, Rob Hunter, Tom Kaus, Joe Kee, Floyd Kezele, Carolyn Kuchera, Carmela Lanza, Loren Leekela, Frank Loera, Jonathan Lumibao, Elvira Martin, Matt Mingus, Arun Muthaiyan, Vickie Olson, Smita Rashid, Ken Roberts, Joe Sanchez, Ann Sander, Kelley Schukar, Kamala Sharma, Kristian Simcox, Florentin Smarandache, Cecilia Stafford, Keri Stevenson, Lora Stone, Samir Wahid, Ernesto Watchman, Gayle Woodcock, and John Zimmerman.
<b>GUESTS:</b>	Dean Ken Roberts and Student Affairs Director Jayme McMahon

<b>ACTION</b>	<b>APPROVAL OF AGENDA</b>	<b>DR. LORA STONE</b>
<b>DISCUSSION</b>		
I move to approve the agenda for today's August 19, 2016 UNMG Faculty Senate meeting.		
<b>Motion:</b> Matt Mingus		
<b>Seconded:</b> Yes		
<b>Discussion:</b> None		
<b>Voice Vote:</b> Unanimously approved		
<b>Motion Carried:</b> Yes		

<b>ACTION</b>	<b>APPROVAL OF MEETING MINUTES</b>	<b>DR. LORA STONE</b>
<b>DISCUSSION</b>		
I move to approve the minutes from the April 15, 2016 meeting of the UNMG Faculty Senate.		
<b>Motion:</b> Antoinette Abeyta		
<b>Seconded:</b> Yes		
<b>Discussion:</b> None		
<b>Voice Vote:</b> Unanimously approved		
<b>Motion carried:</b> Yes		

<b>INFORMATION</b>	<b>FACULTY SENATE PRESIDENT'S REPORT</b>	<b>DR. LORA STONE</b>
<b>DISCUSSION</b>		
Faculty Senate President Dr. Lora Stone reported on the following:		
<p><b>1. Welcome Back!</b> Lora asked faculty to be sure to introduce themselves to any new faces, and help each other get settled in on campus. She shared that Faculty Senate meetings are where we work on policies and issues related to faculty, and then make recommendations for action on these policies and issues.</p>		

**2. Campus budget updates:** UNMG CFO Rick Goshorn will be presenting a quarterly update to our Faculty Senate instead of monthly presentations. His next presentation to us will be at our meeting on Friday, October 21, 2016. If faculty have any questions before then regarding the budget, they can send them to our Faculty Senate Budget Review Committee or to our Long Range Planning and Resource Committee, and the committee members will then take the questions to the CFO. Lora noted that faculty can look at the attached committee roster handed out for today's meeting to see the list of committee members.

**3. Committees and UNMG Faculty Senate Archives:** A current roster was attached in the handout packet for today's meeting and Lora will be asking all committee chairs to write a brief summary of their meetings for the semester that includes meeting dates, attendance, and topics addressed. A one-paragraph summary is sufficient. It is important to keep written records of committee meetings and work. Lora furthered that the Faculty Senate meeting minutes and agendas for both the Faculty Senate meetings and the Curricula Committee meetings are available on the UNMG Faculty Senate website. This allows us to be in compliance and to be transparent.

**4. Section F Branch Campus Task Force.** This task force is working on re-writing Section F of the Faculty Handbook. Everyone in attendance today received a copy of the draft of the proposed revisions by email, and a copy was also attached in the handout packets for today. The Section F revision is an all campus-wide endeavor. Lora thanked those folks that already submitted questions or spoke in person about the revisions. She will bring their questions to the next task force meeting. Lora next stated that we will not vote on the revisions today because there are some things that need to be addressed regarding the proposed revisions. Lora will talk more about this later in today's meeting.

**5. Faculty Promotion and Tenure:** Lora next shared that in looking ahead for this semester and academic year, after we approve Section F in Faculty Senate, we will begin reviewing, revising, and approving the UNMG Guidelines for Promotion and Tenure. We will revise the guidelines in a similar manner to those already available at other branches, and will draw on the suggestions made by the inter-division committee at UNMG last year. The guidelines, which Lora would like to see completed by this fall, will be posted on the UNM OFAS (Office of Faculty Affairs and Services) website, and also linked to the UNMG Faculty Senate website.

**6. Ad Hoc Salary Schedule (Merit Pay) Committee:** Lora next noted that after we approve Section F and then approve the Promotion and Tenure Guidelines, we will start reviewing the recommendations made by the UNMG Faculty Senate Ad-Hoc Salary Schedule Committee. The language in the past has been "Merit Pay," but people seem to be confused about that. People assumed this meant there would be a little pool of money that we all compete with each other for, but that is incorrect. The Ad Hoc Salary Schedule committee has the following six members: Lewis Gambill (chair), Beverly Begay, Chris Chavez, Bruce Gjeltema, Smita Rashid and Lora Stone (ex-officio). Lora encouraged faculty to talk to any of the committee members if there are any questions. This committee has been formed by Lora and she, as ex-officio, will be providing close oversight. If it appears that any member is preventing this committee from making progress, Lora will remove and replace that member. This is to assure people's concerns that there won't be representation and balance from the different divisions will be addressed. Lora will have oversight and she recognized that trust needs to be earned. Lora is going to help faculty trust this process and she is completely confident that this committee is going to get us to where we need to go or she wouldn't have put it together. Lora asked faculty to think of the salary schedule as a matrix with the basic requirements that a faculty member needs to meet each year to receive a satisfactory annual evaluation. There will be clear measures for each division and each rank. **It cannot and will not be a competition for a limited pool of resources.** This is a salary schedule. We are not a unionized state or campus, but we can look at some of the models that have steps, which may help the committee. If this committee recommends a model that even looks like it will create an unproductive internal competition between employees, Lora will reject it and ask the committee to start over. We can all potentially be good, at least good enough to receive a percentage raise every 2-3 years since we are not going to have cost-of-living raises anymore in the State of New Mexico. We will have to have evidence to show that we have earned a pay raise. **This will not be a competitive award system.** It will be a set schedule of possible raises that can be achieved if a faculty member demonstrates consecutive years of satisfactory performance. Lora spoke with CFO Rick Goshorn and he has some models that Lora can bring to the committee to help start this process.

**7. Our Faculty Senate primary goals for this 2016-2017 academic year are:** 1) keep Faculty Senate committees on task and organized; 2) review and approve the Section F revisions; 3) after approving the revised Section F, we will review and approve Guidelines for Promotion and Tenure; and 4) begin working on a salary schedule based on consecutive years of satisfactory performance. There may be other items that come up throughout the year and they will be dealt with as we move forward through the academic year.

Lora concluded by turning the floor over to Dean Ken Roberts.

INFORMATION	DEAN'S REPORT	DEAN KEN ROBERTS
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Dean Ken Roberts greeted the faculty and stated that Dr. Dyer is at a meeting in the Provost's office on main campus today, so he asked Ken to mention a few things for him:

All faculty received via email GOAL (Greater Opportunities for Adult Learners) materials that Dr. Dyer has a lot of experience with and while faculty may or may not like it, it is a very good example of a possible innovation. In essence, it is targeting students UNMG has never had before. That is the difference between this approach and others we have tried. Dr. Dyer has used the terms "new pipelines" of students before and we have been struggling to identify where those new pipelines may be and have essentially failed to identify where they may be. This is a genuine possibility of new pipelines of students that has potential and it is so flexible because it is a cohort system. A course doesn't start until you have met the minimum number of students needed for the course to begin. So, it can start whenever the minimum is met. The schedule is flexible for faculty as well and we can have adjunct faculty teaching in addition to regular faculty. This program targets adults who just cannot come to class for lots of reasons for normally scheduled classes. Ken thinks this program has a lot of potential and he hopes faculty will read it and give it some thought. Ken knows that Dr. Dyer is willing to give stipends and release time for faculty who would like to help him build this program because it will take some effort to build.

Dr. Dyer also asked Ken to mention the fact that he would like to see more faculty as sponsors for student clubs. Ken recognizes that faculty are all very busy, but having said that, he knows that there is some incredible work being done in the math area in students clubs, as well as in fine arts and nursing. He asked who else he may be missing that is already involved in student clubs. Faculty responded: architecture, Asian Club, Skills USA, and Hispanic Club. Ken was obliged to mention this, but recognized from this response that numerous faculty are already involved as faculty sponsors in numerous student clubs on campus. If anyone has some spare hours and interest, they should talk with the student clubs about sponsorship.

Regarding Ken's report, he did not have a lot more to present since he already addressed the faculty this past Tuesday (August 16) during orientation week. However, he did have two items to mention today:

1. Keri Stevenson stepped up to do first edit of the UNMG future mission document. The first draft is rough as there are lots of contradictions and repetitions in it. Ken believes it has the kernel of being a really powerful document. Ken sees it as being boiled down to perhaps one powerful paragraph plus 5 bullet points and then we break those 5 bullet points out and we attach a budget and timeline to each point. Then we give it as a document to the Executive Director and we say this is what the faculty want to do over the next 5-10 years, but it will take some work. Ken would like to apologize to a few people whose input may have been typed up incorrectly. Ken asked that if faculty see something that is incorrect, please send revisions to Keri Stevenson. If there is any information that was not collected on Tuesday, please send it to Keri directly via email.

2. Ken next commended the division chairs. He noted that in past on class cuts day, there were many cuts, as many as 30-40 classes. Today, there were only 5 classes cut due to the hard work and proactive behavior of the UNMG division chairs. Ken stated that this was a remarkable day today regarding course cuts.

3. Ken recognized that several faculty mentioned community education classes in Tuesday's meeting. Ken also would like to reinforce that because he recalls when he first came to UNMG that there was a rich environment in terms of community education and enrichment classes, which has sort of fallen off of the map. As a consequence, Ken sees a disconnect between UNMG and the community more and more. Community members are not up here on campus as much anymore, which he sees as creating a real resentment. Ken will get together with Dr. Dyer when he gets back to discuss this issue. Ken sees this as belonging in the division of Workforce Development. Consequently, he will take a look at how this structure works. Ken also mentioned that there are likely a lot of faculty who can contribute classes that might be outside of their discipline. For example, Ken is going to volunteer to teach fly fishing, which is his passion. The nice thing about community education classes is that you can add them at any time.

Ken concluded by asking if there were any questions for him. No questions were raised. Lora turned the floor over to Student Affairs Director Jayme McMahon.

**INFORMATION**

**STUDENT AFFAIRS REPORT**

**JAYME MCMAHON**

Student Affairs Director Jayme McMahon presented the following report:

**1. Enrollment:** UNMG enrollment is actually doing fairly well considering some of the trends in enrollment that the state and nation are currently facing. Right now we are up by .4%, but we have been tracking pretty steady. Jayme does not expect to see or anticipate a huge increase in enrollment. As a nation, we are entering our 5<sup>th</sup> year of enrollment decline in higher education and UNMG is not immune. Students Affairs is doing a lot in terms of recruitment and dual credit. They are ramping up programs such as CCTE, and are trying to partner up with other schools and other adult populations in the community. However, if we do not see a decline, Jayme will be really happy, especially if we break even with where we were at this point last term. That is good news, especially in comparison to the other UNM branches, which are struggling as well.

**2. Staffing Updates:** There have been some reorganizations within Student Affairs. One most notably is the physical education complex. They previously had two employees who they had change positions. They have since hired a sports facilities and events coordinator. Her name is Michaela Henry. She started yesterday (Thursday, August 18). She is going to be working in the gym and in conversations with CFO Rick Goshorn, they would like to see that facility become more of a wellness center for community. Rick has great plans to make it a revenue-generating stream by selling passes and they'll do a lot of different events in addition to ongoing intramurals, which has been Dr. Dyer's initiative. They will be looking at other partnerships opportunities as well. Jayme shared that it is going to be a little rough as they get going with that facility, but Michaela has a lot of energy, so Jayme is hopeful that we will get a lot out of that center. A question was raised about open hours for faculty. Jayme responded that there will be, but right now they are struggling because they only have one person down there. There are physical education courses that start at 9am and run until 9pm, so Jayme is trying to figure out what kind of staff plan is needed. Right now for Monday, the gym will only be open for scheduled classes, but as of Tuesday, they will run some open hours. Jayme will communicate with everybody regarding what the schedule looks like. Turnstiles have been installed in the gym so they can start making it easier to access, but now Jayme has to go back and reprogram everyone's ID cards. So, that is going to be a bit of a process, but Jayme will keep faculty updated.

They also for the first time in a long time have hired an actual campus recruiter who is starting next week. They have made an offer and they are now waiting for Human Resources to work through the process. That person will be in charge of recruitment and outreach, as well as student life and helping with some of the student organizations. Admissions right now is short a person. Jayme is working with Human Resources to get that position posted. It has created quite a backlog. They have had a fairly large backlog in Student Affairs right now. Advisors have been staying late at work recently, meeting with students to try to get them in. Suzette has been working the front desk, which has taken her away from her Registrar duties. It has been tough these past few weeks. They are also in the process of hiring a student program

specialist for the Trio student support services program. Our current program specialist is leaving August 31 to pursue a PhD, so Jayme is happy for her, but they want to make sure that they fill that position because that is a critical funding source and support for our students.

**3. Institution Assessment Days:** Student Affairs will be running Institution Assessment Days in October. Part of their new accreditation requirements is that they do regular assessment on non-academic units. This includes support programs such as advisement, the college experience, and co-curricular activities. UNMG is working closely with the assessment office in Albuquerque to make sure that it is a success this year. Student Affairs doesn't have a lot of data. UNMG has not been great at collecting and assessing data, and then using it to make informed decisions. Assessment days will give us a lot of useful information from the student perspective. One thing that UNMG will be doing that is different from other campuses is administering a student satisfaction survey. It is a survey that gauges satisfaction levels from entry and admissions and registration to academic experiences, support services, classroom experiences, scheduling, and what students perceive is keeping them here on campus. While administering that survey to students, they also will administer an institution perception survey to all faculty and staff. Jayme would like faculty to please take the time to complete the survey. They will then compare the two sets of surveys. They hope to identify gaps by comparing the two and will see where we need to beef up our programming. They will also be administering the college student inventory to all incoming freshmen starting in spring. We know some of the issues students bring with them, but this provides a needs assessment for new students coming that will allow us to really focus on retention, especially with the resources we have. We need to make sure we are honing in on the students who are most receptive and also have the most need. We are still going to have attrition rates no matter what and we have students who never utilize student services and do well. Jayme wants to focus on those in the middle, which the inventory will help with by asking important questions. This will help significantly while Jayme's team works on developing our UNMG retention plan and ultimately a formal enrollment plan.

**4. Student Retention and Completion:** This is the primary focus of Student Affairs. This fall, they will be working closely with the marketing and communications office to develop a communications plan. This ties into the recruitment plan in that it focuses on prospective students. Jayme does not recall in her time here at UNMG seeing a formal recruitment plan, which is something we need to have. Jayme stated that we need to be much more proactive on how we recruit students. Given the enrollment decline trend, we need to be more focused and strategic on how we recruit students. The Student Success committee will be ramped up as a result and will be our student retention committee as well. Jayme noted that faculty need to have a voice in that. Retention and enrollment efforts have to be a campus-wide initiative. One of Student Affairs' goals is to work directly with Faculty Senate, likely through the Student Affairs committee on these issues. They want to make sure they are working with faculty on this issue. All of these efforts will ultimately contribute to a formal recruitment plan for this campus, which must be a campus-wide initiative and not just a task of Student Affairs.

**5. Updates on Parking:** Jayme noted that they are working on changing our UNMG parking system. They will work closely with main campus parking/transportation services regarding permits and enforcement. Jayme recognizes that parking is an issue. Students last semester were parking illegally and that has not been enforced. Part of Clery requirements is that we know who is on our campus. Jayme is working closely with campus police and CFO Rick Goshorn's office to get this into place. It does mean that at some point in the future, we may be charging for parking permits. This will not happen this year, but potentially starting next fall (2017). It will be a small charge, especially if you compare it to other institutions. Campus police will enforce parking this fall semester. They will be issuing a lot of warnings and then later they will start a citation process. The biggest issue is individuals parking in ADA parking spaces, which then poses a problem for people who really need those spots. As part of this process, Jayme's team will develop an appeals committee that will support an appeals process for the different areas on our campus. Jayme noted that we need to have an appeals process for different areas such as conduct, parking, suspension and financial aid petitions. We are so small that it doesn't make sense to have a separate committee for each of those four areas. So, they are looking at developing a committee that is representative of the institution. They will have a student voice, faculty voice and staff voice on the committee and they will deal with any petitions that come up. This is important for making sure we meet our responsibilities regarding Clery reporting, as well as any Title IX issues.

**6. Title IX Training:** On September 15, 2016, UNMG will be hosting a training. Our Clery compliance officer will be here on campus, as well as our Title IX compliance officer. They will give brief a history of Clery and Title IX and will discuss our responsibilities with both.

**7. Institutional Research Staff Person:** We now have a .25 FTE Institutional Research staff person to help gather institutional data regarding retention and enrollment, which will help significantly with planning.

Jayne asked if faculty had any questions.

A question was raised regarding how CTE students would be able to access the gym and whether they will be given ID card? Jayme responded that with the staff person at the gym, CTE students can be buzzed in through the turnstiles. Quality of service will be the focus. The turnstile system likely will not be fully functional until spring because of the ID card issue. It will be a lengthy process. A follow-up question was posed regarding whether CTE students could be issued an ID? Jayme responded that it is a possibility as CTE students are UNMG students and are counted in the head count. So, issuing them ID cards is an option. Jayme will work through this issue and make sure CTE students have proxy access in place.

Another question was posed regarding how many students are currently enrolled. Jayme responded that as of yesterday (Thursday, August 18), the head count was 2,077 students with 20,746 credit hours. We are a little low in credit hours versus where we were at this exact day a year ago, but we are up in head count a little bit and they have not yet enrolled CTE students. Ann will be offering some additional afternoon CTE sessions, which will increase the count. We typically do not get those students enrolled until the first two weeks of the semester because of that registration process. There are also some dual credit classes that UNMG is offering and thanks to Frank's efforts, we are offering a dual credit course out at Gallup High School. Jayme just received those packets today and they need to be entered into the system. We are running Math 120 and 121 at Miyamura High School as dual credit as well and we are also running some college success dual credit there. At Zuni we are offering some dual credit math and English as well, so Jayme's team will be getting those additional applications in within the next couple of weeks and will see what impact that has on enrollment. Faculty will also see in SSTC that there are a lot of students still trying to get registered and they are not yet counted in the numbers until they are officially registered.

Jayne concluded by stating that she will be sending out the information she presented on earlier in the week and asked that if anyone has any other questions, that they feel free to contact her. Jayme wished everyone a successful semester.

<b>ACTION</b>	<b>MOVE TO EXECUTIVE SESSION</b>	<b>DR. LORA STONE</b>
<b>DISCUSSION</b>		
<p>Faculty Senate President Dr. Lora Stone requested that the Faculty Senate meeting now move into executive session. Only fulltime UNMG faculty and elected adjunct representatives remained for the Executive Session. Lora noted that, as specified by the UNMG Constitution, we will follow Robert's Rules of Order. As such, the items presented during the Executive Session will be introduced by the Faculty Senate President Dr. Lora Stone. Faculty offering subsequent comments will be limited to 3 minutes each time they speak.</p>		

..... **EXECUTIVE SESSION** .....

<b>ACTION ITEM</b>	<b>NOMINATIONS COMMITTEE ELECTION</b>	<b>DR. LORA STONE</b>
<b>DISCUSSION</b>		
<p>A third member had been nominated for the nominations committee in April 2016. The nominee was Rachel Stewart; however, she has since declined the nomination because of scheduling constraints. They have added CTE classes that now will not permit Rachel to attend nominations committee meetings regularly and therefore, she has declined the nomination. Anyone interested in serving as a member of</p>		

this committee can contact Lora Stone via email to volunteer for this position. Since there now is no third person to nominate to the committee, Lora suggested tabling this action item.

I move to table election of nominations committee member until a new nominee has been identified.

**Move:** Floyd Kezele

**Second:** Yes

**Discussion:** None

**Call the Question:** None

**Voice Vote:** Unanimously approved

**Motion Carried:** Yes

**DISCUSSION AND ACTION ITEM**

**SECTION F REVISION**

**DR. LORA STONE**

**DISCUSSION**

Lora has already received several comments and suggestions regarding the Section F revision of the Faculty Handbook. The next task force meeting is scheduled for August 29, 2016 and at the meeting, committee members will be reviewing all of the questions and comments that have been presented by all the branch campuses regarding the revisions. Lora stated that the proposed revisions are in today's handouts. She further noted that Section F has not been revised for over ten years and that there had been some legal contradictions with the rest of the Faculty Handbook. Lora asked faculty to share with her in writing any questions, comments or suggestions they have on the proposed revisions. Sections F70 through F100 are the main sections being revised. The other sections are the individual statements of the branch campuses, which are not currently being revised. Lora asked that faculty please look over the proposed changes and talk with her or a member of the Operations Committee regarding any concerns or questions faculty they have. Our vote will denote that we are recommending that the proposed changes be accepted. We are not voting to approve or not approve it. Once we vote to recommend the proposed changes, it then goes through the main campus Faculty Senate, then on to the Vice Provost and finally, the Provost's office. Lora noted the revised F80 section and the fact that it uses the language of community college, which several faculty and Dean Roberts have pointed out may not fit our campus. We are accredited as a community college and our charter is established as a community college, thus the use of the term in the revision. Lora asked that faculty review the language and share any comments or suggestions they may have and she thanked those who already submitted comments. Lora noted that the current main campus Faculty Senate president has an issue with our UNMG Faculty Senate being called a senate. The other branch campuses use the term assembly, but we are fine and have all the paperwork to support our continued use of the term "Faculty Senate." UNMG has highest number of fulltime faculty and tenure-track faculty, which is why we created the Faculty Senate here. We have two senators from UNMG who serve on the main campus Faculty Senate: Antoinette Abeyta and Robert Galin. Lora continued by pointing out several other sections under revision in Section F and then asked if anyone had questions. She mentioned that faculty can also send any questions they have in writing to her via email. Lora concluded this discussion item by stating that we will vote on approving the final revision recommendations of Section F this fall, hopefully in the next Faculty Senate meeting in October.

**DISCUSSION AND ACTION ITEM**

**CURRICULA COMMITTEE**

**DR. MATT MINGUS**

**DISCUSSION**

Dr. Matt Mingus introduced himself to new faculty and explained the process and responsibilities of the Curricula Committee. He then noted that the first motion today for curricula matters is to approve Form C to eliminate the AA in psychology program. Matt commended Dr. Buggie for his work on creating the AA degree program and helping dozens of students move on to top tier psychology programs. He then noted that this recommendation to eliminate the AA degree in psychology is part of a larger transition within the Division of Arts and Sciences to move away from smaller boutique AA programs and toward creating concentrations within broader Liberal Arts or Associates of Science degrees. The way that the AA program in psychology is currently structured, if a student is missing a course and the course is not offered in the next year or two, the student will not be able to complete the degree until that course is offered again or they simply are not able to complete the degree. In contrast, the structure of working on a concentration within a larger Liberal Arts degree would allow students to graduate with a Liberal Arts degree and some psychology coursework. So this suggestion to

eliminate the AA degree in psychology is part of the larger transition in A&S. The other reason for this suggestion is that the AA program in psychology was created by two faculty members who have been here at UNMG for over a decade and they were able to make the AA program work for students. That has now changed with Dr. Casebolt passing and Dr. Buggie's soon-to-be retirement. It is going to be difficult to find faculty to replace them and stay as long because of the high faculty turnover at UNMG and to make the program work, they have been overloading their general psychology courses. For the last five years (or 10 semesters) the average number of students in general psychology courses for faculty members who teach 5 courses has been 44. That is the average number of students enrolled in those courses. With new faculty, that is a high enrollment burden to place on them just to keep the AA program going. Dr. Buggie has submitted a compromise letter to the Curricula Committee. The committee has no objections to that compromise. The committee encourages the Chair of the Arts & Sciences Division, Kathy Head, to adopt that compromise, but the committee has no power to adopt it. The committee can only suggest approving the Form C to eliminate the AA degree program. Average enrollment in psychology has been 46 students every semester and the graduation rate for the past five years has been 13 students (just over 1 student per semester).

**I move to approve Form C to eliminate the AA degree in psychology program.**

**Move:** Matt Mingus

**Second:** Yes

**Discussion:** Dr. Stephen Buggie provided some general background information on the AA psychology program. He believes it has been a successful program at every level and is not as rigid as proposed. The degree has only two requirements: Psychology 105 and Statistics (PSY200). Dr. Buggie called his proposal a compromise because he will accept downgrading the program to a Liberal Arts concentration and reducing the requirements to 4 courses or 12 credits total, which would add more flexibility for students. He furthered that they plan to get rid of 3 courses: PSY211, 230, and 231. Dr. Buggie hopes to get approval to offer 5 courses that are offered occasionally. The courses were identified in the compromise letter Dr. Buggie emailed to the faculty prior to today's meeting. Dr. Buggie then shared that five graduates from our program moved on to get their PhDs.

A question was raised regarding whether today's vote would also be opposed to the compromise. Matt noted that the compromise is separate and is something Dr. Buggie will discuss with the Arts & Sciences Division chair. We are just voting today on the elimination of the AA degree program in psychology and not on the compromise. Another question was raised regarding whether or not there is a teach-out plan in place for those students currently enrolled in the AA in psychology program. Matt stated that there will be a plan put into place following the vote if we vote to eliminate it. The next question raised was whether or not the concentration for the Liberal Arts degree will appear on the student's transcript. Matt responded that it will once the Liberal Arts program has been fully established and formalized.

**Call the Question:** None

**Voice Vote:** 44 in favor and 4 opposed

**Motion Carried:** Yes

**DISCUSSION AND ACTION ITEM**

**CURRICULA COMMITTEE**

**DR. MATT MINGUS**

**DISCUSSION**

Matt next introduced the recommendation to approve Form C to revise the AAS in Construction Technology. He then presented the rationale for the Curricula Committee's recommendation for this revision. This recommendation was requested by the Business Technology Division. It eliminates all general requirements within this program aside from interpersonal communication. The first rationale for this recommendation is that the division requested it. They know what skills their students need and the committee felt they should honor that request by putting it forward to the Faculty Senate. The second rationale is that we can, in fact, do this. The first question the committee asked is whether we can actually decrease the number of core hours required in an associate's degree. Yes, we can do this in a degree that does not transfer to main campus and is completely terminal to this community. Another important factor taken into consideration is that students in construction technology struggle enormously with fulfilling the prerequisite general education courses. Matt handed out an information sheet with some current statistics from the past 10 semesters, or past 5 years. First, 46% construction technology students do not make it through the remedial coursework in English. Of those that do, over half of them do not make it through English 110. In remedial math, it is the same way. Half of the



students in construction technology will not pass math or at least not on their first attempt. Of those that do pass, half of them will not make it through Math 115. Matt used an example from his own courses. Over 90% of construction technology students will not pass his History 101 course. These high failure rates mean longer stay times on campus, which leads to higher attrition the longer students stay in the program. The average person who applies for graduation from this 63-credit construction technology program has attempted 99 credit hours and earned 79 credit hours while in the program. Matt then offered two points of clarification. First, math and English will still be taught as part of this program in a course called core skills that will be taught by someone who has graduate work in teaching technical students about English and math. Second, the Curricula Committee is not dictating anything to anyone. The committee is simply making a recommendation to the Faculty Senate to support this approval. By voting to approve this revision, it does not necessarily open the door to destroying general education. General education is vital for nearly every program on this campus, but not this program. This program is designed for plumbers, roofers and construction laborers, and to hold those students back because they cannot pass the general education courses is a problem, which is why the Business Technology Division has requested this change and why the committee is recommending that change to you.

### **I move to approve Form C to revise the AAS in Construction Technology.**

**Move:** Matt Mingus

**Second:** Yes

**Discussion:** Dr. Carmela Lanza offered some input regarding the elimination of the English general education requirements for this program. She noted that students are failing some of the general education courses in most programs and so what is going on with construction technology is not unique. We are all in this together and Carmela believes eliminating required reading and math courses is not a viable solution. We need to look at some solutions campus-wide that have to do with our reading and writing crisis. English faculty are now starting to revamp the developmental English program. Carmela does not think it is wise to support any kind of curricula changes that have to do with English requirements for any program at this institution right now because we don't know what is coming down the road with remedial English. So, Carmela would not support that. For example, if you go with the co-req model, then the construction technology students would be going into a very different kind of English class than what they have been going into in the past and currently. Carmela asked faculty to keep that in mind. She also would like to invite any of the vo-tech instructors to work with her on the remedial program so we can hear all voices and learn from their expertise and experiences. Carmela also wanted to emphasize that we should be working together across the curriculum to emphasize reading and writing and not to eliminate it from one program, which could lead to it being eliminated from other programs. We need to discuss literacy for our long-range goals at this institution. Carmela further that we will not become a premiere institution of learning if we start watering down English requirements. Carmela also shared that she believes we need to have more communication with all the programs. For example, when these changes were created and planned, Carmela was not involved in the communications with the construction technology program. We need to be a community and although we may not always agree, we need to stop withholding information and working in silos because Carmela was not notified of this recommendation until four days ago and she is the campus English coordinator.

Matt responded to the suggestion that there hasn't been a dialogue. He noted that this discussion is the dialogue. This is the forum in which people are informed regarding what is going on with curriculum and that's why we are having this conversation. Carmela responded that additional opportunities for informal discussions should be encourage and not just in this one forum.

Chris Chavez next responded by noting that their construction technology program has been considering this revision for a while and that it has nothing to do with segregating their program from other faculty, but it has everything to do with the fact that their students do not progress in the construction technology program because they cannot pass the general education requirements and then they do not come back. They are losing a ton of students. It has nothing to do with English or math at all, but those components are actually already in their program. As a construction technology instructor, Chris believes that he needs to teach students the skills they need to get a job as opposed to trying to pass English 2-to-3 times or math 3-to-4 times. He needs to teach his students to get out in the workforce and actually obtain a position. Since Chris actually has an accredited curriculum, he figures that this way, the students are actually in his space and he is giving them the training they need. If something can be reworked with

English and math again, that's fine. When his students take math and English right now, he has no idea if they are passing or not and there's no communication between the divisions regarding construction technology students' progress. Chris is trying to streamline his students to come in, get an associate's degree and go out to get a job. Carmela responded that she would love to work with Chris on this issue.

Samir provided input about working in the industry and notes the importance of students increasing their technical writing and math skills for today's workforce. Gayle Woodcock asked for clarification regarding Chris' statement that his is an accredited program and whether changing the requirements would affect the accreditation. Chris responded that it would not. It is a nationally-approved curriculum. He also shared that one of the major issues for his students is that they often use up all of their financial aid to try to get through the general education courses and they do not make it. Without financial aid, they have to quit the program and then they have nothing to show for it. Chris is trying to get students graduated and in entry-level construction positions.

Floyd Kezele noted the positive experience he is having in the Curricula Committee meeting and that members are respecting everyone's input. He noted that we cannot punish construction technology students for not being able to pass the general education requirements.

Carolyn Kuchera shared, as a member of the Curricula Committee and also an English professor, that she supports this revision. She thinks we should trust vo-tech faculty to make decisions for their students and she encourages faculty support of this revision.

Irene commented that what she likes about the vo-tech program is that the technical language that they are going to learn they will learn from the teachers in that field. So it isn't that they are not learning English writing skills. They are incorporated into the classes as they need them. That has been successful in the EMT program as well. They get to learn the technical language in their area of training. So, Irene is in support of this revision.

Matt brought up a point of clarification that we can vote on this motion and then if it fails to pass, we can motion to table it indefinitely or to another specific time.

**Call the Question:** None  
**Voice Vote:** 44 in favor, 4 opposed  
**Motion Carried:** Yes

DISCUSSION AND ACTION ITEM	CURRICULA COMMITTEE	DR. MATT MINGUS
DISCUSSION		
<p>Matt continued with Curricula Committee recommendations that require a vote today.</p> <p><b>I move to block together the approval to Form A to change the name of CNST 140 from Central Heating Systems to HVAC 1, Form B to create CNST240 that is HVAC 2, and Form B to create CNST118 that is Alternative Building and Construction.</b></p> <p><b>Move:</b> Matt  <b>Second:</b> Yes  <b>Discussion:</b> None  <b>Call the Question:</b> None  <b>Voice Vote:</b> Unanimously approved  <b>Motion Carried:</b> Yes</p>		

DISCUSSION AND ACTION ITEM	CURRICULA COMMITTEE	DR. MATT MINGUS
DISCUSSION		
<p>Matt noted that this is a component of the larger revision in construction technology AAS. Currently what student have a problem with is if they take electrical as a certificate now, they take extra credits. It doesn't all</p>		

articulate into the larger umbrella degree program. With the revisions and this revision, it will fit in as a component so the student can take that certificate program and then all those credits transfer into the larger AAS in construction technology degree.

**I move to approve Form C to revise the Certificate in Construction Technology—Carpentry**

**Move:** Matt Mingus

**Second:** Yes

**Discussion:** Chris Chavez wanted to clarify that what is happening is that they had a bunch of certificates and they would get 3-to-4 students taking one certificate program and 3-to-4 taking another one. As a result, they were not seeing a lot of students graduate. So they are condensing the courses into an associate’s degree and every 4-to-5 courses, students will receive certification. By the time they graduate, they will have earned three industry certifications and an associate’s degree. They are just trying to streamline construction technology.

**Call the Question:** None

**Voice Vote:** Unanimously approved

**Motion Carried:** Yes

DISCUSSION AND ACTION ITEM	CURRICULA COMMITTEE	DR. MATT MINGUS
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DISCUSSION	
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**I move to approve Form C to revise the Certificate in Construction Technology—General.**

**Motion:** Matt Mingus

**Second:** Yes

**Discussion:** None

**Call the Question:** None

**Voice Vote:** Unanimously approved

**Motion Carried:** Yes

DISCUSSION AND ACTION ITEM	CURRICULA COMMITTEE	DR. MATT MINGUS
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DISCUSSION	
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Matt shared that this certificate program has had no enrollment and it will be integrated into the new revised AAS in construction technology.

**I move to approve Form C to eliminate the Certificate in Green Building.**

**Motion:** Matt Mingus

**Second:** Yes

**Discussion:** Chris offered that there is no student enrollment and the listing in course catalog is confusing. The Green Building certificate is not connected to the construction technology listing in the catalog. It is listed alphabetically so that when someone is looking for construction courses, they stop at the C area and do not go down the list to G for Green Building. In addition, construction is basically turning into green building, so it is already incorporated into the associate’s degree in construction technology. They are just trying to get everything into the same area.

**Call the Question:** None

**Voice Vote:** Unanimously approved

**Motion Carried:** Yes

DISCUSSION AND ACTION ITEM	CURRICULA COMMITTEE	DR. MATT MINGUS
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DISCUSSION	
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Matt reported that most of the classes associated with this certificate have been subsumed and enrollment has decreased because it is coming part of a broader AAS in construction technology curriculum.

**I move to approve Form C to eliminate the Certificate in Construction Technology – Electrical.**

**Move:** Matt Mingus

**Second:** Yes

**Discussion:** None

**Call the Question:** None

**Voice Vote:** Unanimously approved

**Motion Carried:** Yes

**DISCUSSION AND  
ACTION ITEM**

**CURRICULA COMMITTEE**

**DR. MATT MINGUS**

**DISCUSSION**

Matt reported that this is a revision that was written by the HED for the State of New Mexico. It is a revision that is being required of every two-year campus in the State. Six institutions have already adopted it. It is effectively changing the names and some of the Student Learning Objectives (SLOs) that we already teach. This is a requirement so that we are in compliance with the mandate that all nursing programs be uniform across that State of New Mexico.

**I move to approve Form B revision of the Associate’s of Science degree in Nursing.**

**Move:** Matt Mingus

**Second:** Yes

**Discussion:** None

**Call the Question:** None

**Voice Vote:** Unanimously approved

**Motion Carried:** Yes

**DISCUSSION AND  
ACTION ITEM**

**CURRICULA COMMITTEE**

**DR. MATT MINGUS**

**DISCUSSION**

Matt shared that this block approval is for all of the courses necessary to do the revision in the action item listed immediately above.

**I move to approve in a block all of the following courses: CNA 101, HCHS 123, NURS 111, NURS 112L, NURS 121, NURS 122, NURS 123L, NURS 238, NURS 211, NURS 212, NURS 213L, NURS 251, NURS 252L, and NURS 253.**

**Move:** Matt Mingus

**Second:** Yes

**Discussion:** None

**Call the Question:** None

**Voice Vote:** Unanimously approved

**Motion Carried:** Yes

**DISCUSSION AND  
ACTION ITEM**

**CURRICULA COMMITTEE**

**DR. MATT MINGUS**

**DISCUSSION**

Matt shared that in the past, there was a course and a lab that students had to take. It was a 10-credit certificate program. Many students were confused about the program. So, this is turning into one 8-credit course rather than have a separate lab.

**I move to approve Form C to create a Certified Nursing Assistant Certificate program.**

**Move:** Matt Mingus

**Second:** Yes

**Discussion:** None

**Call the Question:** None

**Voice Vote:** Unanimously approved  
**Motion Carried:** Yes

**DISCUSSION**

**COMMITTEE REPORTS**

**COMMITTEE CHAIRS**

**DISCUSSION**

Due to time constraints in today's meeting, Lora asked chairs of the Faculty Senate committees to submit a brief written report in November about what is happening with their individual committees. She requested a short paragraph stating who is attending the meetings and what they are covering. Lora will compile all of that information into one report. The reports will be made available in the archives online on the Faculty Senate website.

**INFORMATION**

**OTHER ANNOUNCEMENTS**

**FACULTY MEMBERS IN ATTENDANCE**

**DISCUSSION**

Lora thanked everyone for their participation in the committees and noted that we have one of the most organized committee rosters in a long time.

Robert Galin asked faculty if they have any students interested in writing, photography, or doing cartoons who might be interested in being part of Campus Voice to encourage them to contact him. He has extra fliers that faculty can hand out. Students do not have to enroll in his class to be a contributing writer. They meet Mondays and Wednesdays at 12:30p.m.

Robert Encinio announced that the Teaching Excellence Committee has been asked by the Dean to work on the GOAL presentation. The Dean wants the committee to get a report to him. Robert asked that the new members of the committee please see him after today's meeting so that he can get their emails and set up their first meeting.

Matt Mingus announced that the Curricula Committee meetings are going to be on the third Friday of the month at 9:30a.m. before the Faculty Senate meeting. He will send out a reminder to committee members. Lora announced that this committee's agendas will be on the Faculty Senate website 72 hours before the meeting.

Smita Rashid thanked Lora for the 3% faculty raise. Everyone responded with applause. Lora thanked everyone for attending the meetings so that we made quorum and made the raise happen as a result.

Shirley Heying announced that if anyone is interested in reinstating the branch chapter of the American Association of University Women that they should let her know. All faculty, staff and students are invited to participate.

Tom Kaus announced the August 30 deadline for individual reports for CARC for general education courses. He asked that faculty contact him if they need additional information. We will need to work on program assessment reports next.

**ACTION**

**ADJOURNMENT**

**DISCUSSION**

**Motion to adjourn.**

**Motion:** Robert Galin

**Second:** Yes

**Voice Vote:** Unanimously approved.

**Motion carried:** Yes

**Meeting Adjourned at 2:36p.m. by Faculty Senate President Dr. Lora Stone.**

**Recorded by:** Shirley Heying, Faculty Senate Secretary on August 19, 2016.