

Faculty Assembly Meeting

MINUTES **March 23rd, 2018** **12:30 PM** **SSTC 200**

MEETING CALLED BY:	Professor Robert Galin, Faculty Assembly President
MINUTES TAKEN BY:	Keri Stevenson, Faculty Assembly Secretary
FACULTY ATTENDEES:	Antoinette Abeyta, John Burke, J. Alonso Cabriaes, Chris Chavez, Irene Den Bleyker, Robert Encinio, Jim Fisk, Sabrina Ezzell, Robert Galin, Bruce Gjeltema, Rachel Hewett-Beah, Yi-Wen Huang, Ann Jarvis, Carolyn Kuchera, Carmela Lanza, L. D. Lovett, Elvira Martin, Matthew Mingus, Arunachalam Muthaiyan, Kamela Sharma, Kristian Simcox, Cecilia Stafford, Keri Stevenson, Rachael Stewart, Gayle Woodcock, and John Zimmerman.
GUESTS:	Kristi Wilson

INFORMATION FACULTY ASSEMBLY PROFESSOR ROBERT GALIN
PRESIDENT’S REPORT

Faculty Assembly President Professor Robert Galin reported on the following:
<p>Professor Galin reminded the Assembly that we will hold elections in April and that six positions will be open. Dr. Florentin Smarandache will collect nominations, which are due on Friday, the 13th of April. The Faculty Assembly will hold its next meeting on April 20th. Professor Galin asked the faculty members present to remind everyone to attend.</p>

ACTION MODIFICATION OF AGENDA PROFESSOR ROBERT GALIN

<p>Dr. Matthew Mingus, the Curricula Committee chair, asked to modify the agenda to include a vote on two form C’s that the Curricula Committee had discussed, modifying the ECME AA and certificate. Professor Galin then asked for a motion to approve the agenda as amended.</p>

ACTION APPROVAL OF AGENDA PROFESSOR ROBERT GALIN

DISCUSSION
<p>I move to approve the agenda for today’s March 23rd, 2018 UNMG Faculty Assembly meeting.</p> <p>Motion: John Zimmerman Seconded: Yes Discussion: None Voice Vote: Unanimously approved Motion Carried: Yes</p>

ACTION APPROVAL OF MINUTES PROFESSOR ROBERT GALIN

DISCUSSION
<p>I move to approve the minutes from the February 16th, 2018 UNMG Faculty Assembly meeting.</p> <p>Motion: Matthew Mingus Seconded: Yes Discussion: None</p>

Voice Vote: Unanimously approved
Motion Carried: Yes

INFORMATION

**CHIEF EXECUTIVE
OFFICER'S REPORT**

DR. JAMES MALM

Dr. Malm reported on the completion of the program prioritization, which covers financial enrollment data and was graded via a rubric on effective and efficient use of money. The graders produced a scatterplot of both qualities, which is online with other documents. Dr. Malm noted that the majority of our indices score low efficiency on money but highly on mission effectiveness

The new budget will not use any money from reserves, and the Governor vetoed the GO bond to build our Career and Tech building. Dr. Malm presented the new, balanced budget to the Board of Regents, and they accepted it. UNM-Albuquerque's budget includes a tuition hike and a raise of 1% for main campus employees, while our budget maintains the same tuition and a 2% raise.

Dr. Malm then took questions. The Faculty Assembly received the link for the online budget data and asked about when we would know the extent of financial cuts. Dr. Malm answered that he would send the memo to the Provost, Legal and HR. The cuts will come from administrative areas rather than faculty or curriculum programs.

A question arose about what the scores and grades for the program prioritization were. Dr. Malm answered that those have been wiped, but were rated by four independent raters, who worked in isolation, and then had their individual scores averaged. The faculty does have the evidence that would mean we can come up with our own scores. Dr. Malm also added that, while past scores will not be changed, and some were zeroes because of no data being submitted, programs can improve their scores in the future.

Sergeant Perez of the campus police then gave an update on campus safety. He reported that he had met with emergency management at both city and county levels. They will provide training, most of which is free and comes through FEMA. These teams have done active shooter training.

Sergeant Perez said that campus police currently contact Metro to tell them when there's an emergency. The Campus Safety Committee needs personnel to help revise the current evacuation plan; for example, every area needs someone to take charge of the evacuation. The training for personnel who want it will involve computers and a class from the Fire Department.

Sergeant Perez then took questions. He clarified that training will be for everyone and that faculty can e-mail if they want to volunteer.

One faculty member asked whether the campus police were planning to address the limited response they have on campus. Sergeant Perez replied that the police depend on other people for resources, but will do escorts if they are arranged in advance. In addition, the individual officers' cell phone numbers and police number are non-emergency; we should still contact 911 for emergency situations. Faculty members asked about locks on classroom doors and cameras. Sergeant Perez said that funding for locks can be taken into consideration, and that there are many cameras currently on campus in the hallways and outside, which retain three weeks' worth of footage. More are being negotiated for. Another officer is being hired, but in response to a question about hiring a female police officer, Sergeant Perez explained that they rarely have female applicants for their positions, since funding is tight.

Sergeant Perez then ended his presentation. Professor Galin turned the floor over to Irene Den Bleyker, Interim Dean of Instruction.

INFORMATION

INTERIM DEAN’S REPORT

PROFESSOR IRENE DEN BLEYKER

Professor Irene Den Bleyker spoke about policy reviews and revisions. Handbook Section F was approved in November. In another revision, Master’s degree holders can now be hired as tenure-track faculty. The university has also clarified that due to FERPA, students cannot request educational records information from non-UNM e-mails, and that parents cannot ask for information without waivers. Professor Den Bleyker stated that new policies coming up for revision, and urged us to comment on them in the 30 days available for such feedback.

Professor Den Bleyker also noted that we are due a reaffirmation visit from the HEC; one happens every 10 years. They use five criteria to evaluate the institution. Main campus is using First Year in High Gear as their improvement goal. We receive financial aid as an accredited body, and this is why students can transfer degrees.

Professor Den Bleyker has visited the construction program’s tiny house, and commended those who had worked on it. She also praised the Arts & Sciences division for representing all seven areas of the core in its summer schedule.

The Sunpath Grant that UNM-Gallup has worked with will be finished in the fall, and closes out in May and the summer.

Performance criteria are still in review, and the nursing accreditation review is coming up. Professor Den Bleyker thanked faculty for working with her to meet these and other goals.

Professor Den Bleyker finished her report.

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CFO’S REPORT

DR. JAMES MALM

Because Dr. Malm is acting CFO for UNM-Gallup, this report was folded into the CEO’s report.

INFORMATION

STUDENT SERVICES REPORT

JAYME MCMAHON

Director of Student Services Jayme McMahon could not be present, so information that would have been covered in her report was covered in other reports.

ACTION ITEM

DEAN’S SEARCH

PROFESSOR ROBERT GALIN

The Faculty Assembly began to discuss the search for Dean of Instruction. Dr. Malm announced that the chair of the search committee had notified him that the search had failed. He wanted to meet with faculty senators and the Assembly president to discuss the matter, since this is part of shared governance.

The Assembly asked how the committee had ranked the candidates, but a committee member responded that confidentiality says they can’t discuss that in public. The committee also noted that there is a

justification memo that has been sent but not acted on.

I move that the Search Committee meet with Dr. Malm next week to formally complete the search, and clarify communication.

Motion: Robert Galin

Discussion: Discussion followed about the proper procedure to respond to the Dean's search. The Assembly asked about voting on the Dean-elect, but was told that we cannot vote on the candidates due to HR policy. Also, the process to hire a new Dean is separate from Assembly votes.

The questions then moved on to the process to figure out a new Interim Dean, and suggestions that they not be appointed by administration without going through a vote.

At this point (1:30 PM), the recorder showed a low battery and ceased to record.

Dr. Malm responded to questions about what would happen if most faculty members found one candidate acceptable by saying he would take such recommendations under consideration. Faculty members asked if a failed search meant we would vote for one candidate out of three, but it was noted that the Search Committee needs to meet with Dr. Malm and clarify if it's a failed search, and if it is, then we will complete a proper internal search for an Interim Dean. Questions about the procedure for a proper internal search followed.

I move that we hold an informal tally of the Assembly that will identify the sentiments of the Assembly on the Search Committee and if we are satisfied with the finding of the failed search.

Motion: Robert Galin

Seconded: Yes

Discussion: Faculty members asked if this would be an informal poll, with no names of any candidates; this procedure was affirmed. When another Assembly member asked if Dr. Malm can select a Dean, Dr. Malm says he believes he has the authority, but does not want to go through the process and find himself legally in trouble at the end. The Search Committee disagrees within itself.

Motion for informal tally withdrawn.

Faculty members asked if it was possible to clarify what the Search Committee had decided, as this was currently unclear.

I move that the Search Committee should meet with Dr. Malm again to clarify what was done on the Committee.

Motion: Matt Mingus:

Seconded: Yes

Discussion: One Assembly member asked if Dr. Malm was going to fail the search himself or pick a candidate. Dr. Malm responded that he could work with any of the candidates.

Voice Vote: Unanimous

Motion carried: Yes

I move that if the SC meets with Dr. Malm and decides to fail the search, we immediately impanel a committee to search for an Interim Dean and that we have candidates available by the April meeting.

Motion: Robert Galin

Discussion: Faculty expressed concern that the current Interim Dean cannot evaluate faculty members coming up for tenure because of not having a terminal degree. Dr. Malm noted that he has been helping to write letters for the dossiers. However, according to UNM policy, the Interim Dean has to be the one who is doing this process through the Dean's office

Discussion then switched to the internal search. Some faculty noted that administrative policy says the campus must hold a limited internal competitive search if the Interim Dean stays in place for more than a year. Also, the process of appointing an Interim Dean needs five days for review. Concerns arose that the pool of Dean candidates was not going to be large, and that there wasn't a candidate from the Search Committee's current search approved by a clear majority.

I move that the Assembly will request that Dr. Malm, in consultation with faculty, will commence an internal competitive search that will result in candidates by our April meeting.

Motion: Matt Mingus

Second: Yes

Discussion: It was clarified that this would be for the Interim position only. The current Interim Dean does have a contract until a permanent Dean is found, but that might be a contract for only a year.

Voice Vote: 1 abstention, all others ayes

Motion Carried: Yes

ACTION ITEM

CURRICULA COMMITTEE

DR. MATTHEW MINGUS

Dr. Matt Mingus announced that the Curricula Committee had two forms for the Faculty Assembly to approve. They involve changes to the EMCE programs and put them more in line with ABQ's concentration and bachelor's degree. The program and certificate will be dropping some credits and increasing others—for example, dropping the requirement for English in the ECME program from 9 to 6 credits and adding a foreign language requirement to the program and a foreign language option to the certificate. A three-credit Family and Child Studies class is also being added, along with greater requirements for math in the program.

I move that the Faculty Assembly approve changes to the ECME program.

Motion: Matt Mingus

Seconded: Yes

Discussion: None

Voice Vote: Unanimous

Motion Carried: Yes

I move that the Faculty Assembly approve the certificate for the ECME program, which drops the required number from 36 to 31 credits.

Motion Matt Mingus:

Seconded: Yes

Discussion: None

Voice Vote: Unanimous

Motion carried: Yes

INFORMATION**COMMITTEE REPORTS****COMMITTEE CHAIRS**

DISCUSSION

Professor Galin asked for committee reports:

Senator to Albuquerque, Antoinette Abeyta/John Burke: Recently, a UNM Regent resigned; this is unique, and leaves the Board down one Regent. The 2% raise for university employees is based on the funds that the state provides, and not everyone may qualify; it will probably come closer to a 1% raise. The university has said that the athletics deficit cannot be wiped out. Form C's for the changes in the Arts and Sciences division have been approved unanimously.

Budget Review Committee: This committee met with Dr. Malm to discuss updates to the Budget Committee that would be given on a regular schedule and distributed to faculty. This would allow the Budget Review members to give feedback to the Campus Budget Committee, and give us time to review the budget before it goes to the local board and hear preliminary ideas about budget.

Teaching Excellence Committee: Nothing to report.

Constitution and By-Laws Committee: Nothing to report.

CARC Committee: Nothing to report

Faculty Committee on Student Affairs: There is no new business.

Curricula Committee: This committee reported on two program reviews: the Dental Assisting certificate was approved, along with the program review for the AAS in Collision Repair. The Collision Repair program is currently in hiatus, but the certificate will come out of hiatus. The program review was rejected, and the certificate has to be revised and the AAS revised or deleted. The cosmetology program review will be next spring, not spring 2020, as originally scheduled.

The Collision Repair certificate coming out of hiatus means that students can reenroll. If it comes out, it needs to be changed, which is why the AAS would need to be deleted or revised. The deadline to revise the certificate is by the April meeting of the Assembly. Meanwhile, students will be allowed to sign up for individual classes, but not the program as a whole.

Ethics and Advisory Committee: Nothing to report.

Library Committee: Cecilia Stafford reported on National Library Week. The library will hold writing contests for students: fanfiction, haiku, and limericks. Possibly by the end of the month, the library will also host an evening to have the contest winners read their submissions.

Long-Range Planning and Resource Committee: The Strategic Plan Refresh has not begun yet, but will begin in August. The committee will start meeting again and discussing what they will do when the refresh starts.

DISCUSSION

OTHER BUSINESS

VARIOUS

DISCUSSION

Professor Galin opened the floor for comment on other business:

Professor Galin reminded Assembly members to submit their names for Faculty Assembly President if they choose to do so.

ACTION ITEM

ADJOURNMENT

DISCUSSION

Motion to adjourn.

Motion to adjourn: Robert Galin

Seconded: Yes

Voice vote: Unanimously approved

Motion carried: Yes

Meeting adjourned at 2:09 PM, by Faculty Assembly President Professor Robert Galin.

Recorded by: Keri Stevenson, Faculty Assembly Secretary on March 23rd, 2018.