

Faculty Assembly Meeting
MINUTES
November 17, 2017 12:30 PM
SSTC 200

MEETING CALLED BY:	Professor Robert Galin, Faculty Assembly President
MINUTES TAKEN BY:	Keri Stevenson, Faculty Assembly Secretary
FACULTY ATTENDEES:	Sylvia Andrew, John Burke, Chris Chavez, Lilia Cuciuc, Irene Den Bleyker, Robert Encinio, Sabrina Ezzell, Jim Fisk, Robert Galin, Lewis Gambill, Bruce Gjeltema, Rachel Hewett-Beah, Shirley Heying, Yi-Wen Huang, Ann Jarvis, Thomas Kaus, Joe Kee, Jr., Floyd Kezele, Carolyn Kuchera, Tracy Lassiter, L. D. Lovett, Matthew Mingus, Arunachalam Muthaiyan, Joe Sanchez, Kamala Sharma, Kristian Simcox, Cecilia Stafford, Keri Stevenson, Rachael Stewart, Ernesto Watchman, Maria Winfield, Gayle Woodcock, and John Zimmerman.
GUESTS:	Kristi Wilson

ACTION	APPROVAL OF AGENDA	PROFESSOR ROBERT GALIN
DISCUSSION		
<p>I move to approve the agenda for today's November 17, 2017 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>Professor Robert Galin, the Faculty Assembly President, noted that the minutes from October 20th were online and that he hoped all faculty had had the chance to read them. He then asked whether there were any modifications for the minutes from that meeting. No modifications were proposed. Professor Galin then called for a motion to approve the minutes.</p> <p>I move to approve the minutes from the October 20, 2017 UNMG Faculty Assembly meeting.</p> <p>Motion: Chris Chavez Seconded: Yes Discussion: None Voice Vote: Unanimously approved Motion Carried: Yes</p>		

INFORMATION	FACULTY ASSEMBLY	PROFESSOR ROBERT GALIN
	PRESIDENT'S REPORT	
<p>Faculty Assembly President Professor Robert Galin reported on the following, noting that it would be a brief report:</p> <p>1) Professor Galin appreciates that the faculty comes to the Assembly meetings; he noted that we have met quorum every time. He urged the faculty to also make plans to be at the December graduation,</p>		

and said that hopefully the weather won't interfere. Professor Galin plans to attend, and sees it as a chance to welcome the new CEO and honor our students. Our students sometimes feel removed from us; we should try to encourage them by attending the graduation and showing them that we honor them for completing their degrees and certificates. Professor Galin has been encouraging them to come to the CEO forums and realize that they also have a voice in the way the campus is run.

Professor Galin then turned over the floor to Dr. James Malm, the new CEO of UNM-Gallup.

INFORMATION

**CHIEF EXECUTIVE
OFFICER'S REPORT**

DR. JAMES MALM

Dr. James Malm thanked Professor Galin and reported on the following:

- 1) **Introductions for the faculty:** Dr. Malm introduced himself, and then had the faculty members present introduce themselves one-by-one, moving along first one side of the room, then the other. This included having the executive team introduce themselves.
- 2) **Preparations for transition:** The CEO said he was honored to be at UNM-Gallup. He is currently in transition, as it is the last day of his first week, and his family is preparing to move. They are waiting for real estate deals to close, and will then relocate to Gallup.
- 3) **Approach to UNM-G:** Dr. Mam announced that he hopes to be humble, heartfelt, and helpful to the faculty. He is aiming to meet everyone he can, and talk about our work as a campus and the faculty's work. He will want to get to know each faculty member individually. He asked a question that is central to our work here: Are the things we do in the best interests of our students and the many communities we serve? He will be satisfied if they are.
- 4) **Collegiality and Educational Atmosphere:** Dr. Malm requested that colleagues at UNM-Gallup be mutually respectful and universally collegial in everything we think, say, and do about UNM-G, privately and publically, on campus and off. He explained his two driving passions: student access and student success. It's not only about getting them into the college, but getting them graduated and given their credentials. He emphasized that faculty do this every day in our classrooms; we encourage students, are responsive, and we share our real-world experiences and expertise. We create a general scholarly educational tone that changes our students' lives. He wants faculty to leave a lasting impression on our students.
- 5) **Dean Search and Interim Dean:** Dr. Malm noted that the administration supports the faculty 100%, and will want their help in choosing a new Interim Dean, since the campus will soon be losing Dean Roberts to retirement. In Ken's wake, Dr. Malm will appoint a new Dean of Instruction. Ann Jarvis is the Dean Search Committee's chair; she has given Dr. Malm an update that we have a strong pool of candidates who meet minimum qualifications. The current timeline is to do video interviews with semi-finalists by graduation. The administration and the committee will announce the finalists and bring them to campus to interview in the January part of the spring semester.

Since there is a gap between Ken's retirement and the new Dean of Instruction being appointed, Dr. Malm intends to fill the gap with an Interim Dean. The Provost has briefed him that he has the authority to do this, at his discretion. But Dr. Malm said that he is determined not to do it alone, but to act according to a "we," not "me," philosophy. He brings a brand-new mindset to UNM-Gallup with no professional connections or politics here, and no debts or history with

people he must please. He wants to select an Interim Dean with merit, skill, experience, and talent as the major qualifications, someone who knows the difference between management and leadership. Dr. Malm stated that we manage things, or manage tasks, but lead people. The Interim Dean position has to be held by someone who has mastered both; this person has to be good at nuts and bolts, but also have the right touch to lead. A competitive university has to have the greatest participation from everybody. This talent is in all creeds, colors, and orientation; talent and merit has to cut across faculty ranks, degrees, and credentials. Dr. Malm wants to welcome and honor all who can provide the greatest pool of human resources that we need to achieve this position.

Dr. Malm also clarified that the Interim Dean appointment will be one from among the current faculty, and it will be guided by a census of the Faculty Assembly on who we want. The faculty can have these conversations in Executive Session and then send him an e-mail about their preferred candidates. Individual voices can also speak up about their preferences, and can contact him via private e-mails. The e-mails will be confidential, with no attribution to anyone by Dr. Malm. He asked the Assembly members to send these e-mails within the next 24 hours. This is part of his plan for open and honest communication between administration and the faculty. We have to continue to serve these students together.

Dr. Malm then ended his presentation and thanked the faculty. Professor Galin turned the floor over to Ken Roberts, Dean of Instruction.

INFORMATION

DEAN'S REPORT

DEAN KEN ROBERTS

Dean Ken Roberts reported on the following:

Dean Roberts announced that he sent out his report electronically, and needed to leave a little early, but would be happy to take questions about the report or other any matters from the faculty.

One Assembly member asked about the e-mail from the Section F taskforce that said the vote on Section F had not received the necessary quorum. Since the faculty member knew Dean Roberts had a position on the Section F Committee, the question was about whether another person would take over that position after his retirement.

Dean Roberts answered that the Interim Dean will take that position, but the Section F committee really has done as much work as they can, and getting the Section F revision approved is something the main campus faculty must handle. If the revised section doesn't get a quorum, then it will be on hold for the next few years.

The Assembly had no more questions. Dean Roberts excused himself. Professor Galin turned the floor over to Rick Goshorn, CFO for UNM-Gallup.

INFORMATION

CFO'S REPORT

RICK GOSHORN

Rick Goshorn made the following report to the Faculty Assembly:

The CFO reported on documents that show how he evaluates the budget. There is a packet that describes what community college budgets look like around the state. Rick has sent it by e-mail in the past. He also explained the importance of institutional support. This is the best ideal for the legislature and it talks

about how community colleges around the state have started to spend more money on institutional support. The document shows what UNM-G's spending looks like compared to other colleges. The CFO stated that we are about average, neither large nor small.

He also stated that the smaller colleges have a smaller percentage of the pie, but some have different sources of funding. San Juan College has a tremendous amount of oil revenue, and there is more money spent on instruction there. CNM has a tremendous mill levy. Doña Ana Community College has support across the street. All of this is different from UNM-Gallup, which is more distant from our main campus and does not have those sources of revenue.

Goshorn stated that we receive \$1.7 million from our local mill levy, and \$8.4 million from the state. The vast majority of the state receives more support.

He reported on the figures that indicate our performative measures based on the last fiscal year's data. The higher retention numbers we currently have are an anomaly; it is better now, but that's not been the case for every year. We have managed to keep more students in class through the end of the semester, but our graduation rate is still not very good.

The CFO compared the formula outcomes for us to all other state formula outcomes. A few other institutions have bigger problems than we do; NMSU Alamogordo is suffering since the military base's mission near them has changed. They have lost 53% enrollment in the last four years. Luna and Mesalands are both on fiscal watch. In addition, Mesalands is on the edge of losing accreditation; they have to write letters defending the right to keep it. But this means UNM-Gallup is in the bottom four, and of those bottom four, two are getting ready to be closed. Goshorn finds this frightening. He noted that institutions are almost all losing money. Rather than taking money from the wealthy and spreading it out, we're taking money from the poor and spreading it out to the richer institutions.

The CFO then concluded his report and asked the Faculty Assembly for questions.

One faculty member asked about the fate of the CFO position, whether Rick Goshorn would work temporarily from Valencia for UNM-Gallup, and whether our campus will hire a new full-time person. The CFO replied that he has a one-year commitment to work for UNM-Gallup, and will keep an eye on the position. There are different fiscal models that have new interests which could be adopted.

Another question arose about who staff would report to on the executive team, with Goshorn moving to Valencia. The CFO reassured the asker that staff reporting will switch to the new CEO, and Goshorn is subsidiary to the process.

When someone asked how the data for graduation and retention is gathered, Goshorn indicated that main campus collects it. Jayme McMahon's people do a little bit of data collection, but the Provost's office picks it up, and almost all data passes through Enrollment Management. Dr. Malm added at this point that there is a search in progress for an Institutional Research position, that search chair is Jayme McMahon, and they have offered a candidate the position verbally. The Student Services Director confirmed that they had made an offer.

Referring to the subject of low mill levies for UNM-Gallup, one faculty member inquired whether we can go to a referendum to get additional local support. The CFO explained that \$2.75 million of our budget is operational, and we are depending too much on the local population; that's off the scale for every other community college in the state. The problem is that there is only a little private land in Gallup, and private property taxes can only be taken from this land. The Navajo Nation does not pay these taxes, and

therefore, although UNM-Gallup has a large Navajo student population, the land those students come from is not paying the same share as that expanse of land would elsewhere in the state.

The last question came from a faculty member asking about the shares that UNM-Gallup was waiting on, and what the college is evaluated on every time. Goshorn noted that all community colleges lose out on research money. Everybody's money gets 2% sliced off the top, and then it gets spread back out. 16% goes to research institutions. There are two kinds of funding in question, MP30 and MP60; MP30 is for getting our students past 30 credit hours. We get only MP30 funding. Since we are now cutting down credit-hour requirements for certifications to 30, Goshorn is concerned about the extra funding. We don't get extra funding if the students don't get past 30 credit hours.

This wrapped up the questions. Professor Galin expressed his appreciation for the CFO's efforts and asked other Assembly members to join him in this. He then turned the floor over to Jayme McMahon, Director of Student Services.

INFORMATION

STUDENT SERVICES REPORT

JAYME MCMAHON

Jayme McMahon, Director of Student Services, reported on the following:

- 1) **Enrollment and retention:** Jayme McMahon also discussed enrollment numbers and referred to the CFO's report. She said the site visit from Noel Levitz and their enrollment analysis said UMG-Gallup does all right on retention. From fall to fall, the tracked cohort is defined as first-time, full-time students admitted in the fall. This means that the majority of our students are not part of that number, as it does not count part-time students, students enrolled in spring or summer, or returning ones. The fall cohort is small, but we do a good job at retaining them fall to fall. Our retention numbers exceed average numbers across the country by 12%. However, our completion rate is 8%, and the national baseline is 22%, making this a matter of serious concern. Currently, as Jayme stated, we don't have data about future persistence rates, subcohorts, or unique populations. This is something we should get more data on in the future. Jayme stated that she thinks we see persistence but not progress.
- 2) **Spring registration:** The registration period started Monday. Our current headcount in all classes is 394. If we look at day-to-day comparison with this date last spring, we're down about 109 students. However, Jayme stated that she is currently not too concerned. Our credit hours are 3752. That is about 18% down from the number on this day last year.

If we look at the census from spring 2017, we had 2187 headcount. We will try to maintain this number, but Jayme noted that it would be naive to say we will exceed it, especially when the predictive analytics say we will not. The following could impact the day-to-day comparison: our registration processes within English and Math. When Albuquerque removed their 100-level programs, this also canceled the prerequisite drop program that was in place on main campus. Under the old program, if a student had not met the prerequisite for higher-level English and Math classes, they were dropped automatically if they tried to sign up for the higher-level courses. Jayme brought up concerns about progression at a recent registrar's meeting and assuring that students met the prerequisite.

- 3) **Yellow Cards:** Jayme discussed questions about the yellow slips that the advisers issue for students to bring to their professors. This slip is permission to enter the next level of English or

Math class. There is currently no other way to track overrides unless the advisers have a manual list. English and Math faculty both dislike the process. Registration happens before finals and a lot of graded assignments, meaning that it is not always possible to know if a student granted permission to enter the higher-level class will actually pass. Jayme explained that the yellow cards were the best fix that Student services had. Math faculty sometimes haven't wanted to sign the yellow cards, and most of the English faculty have not. The impact is that students won't be able to register before winter break.

In an attempt to combat the problem, each adviser will keep a manual list of overrides. This will be the new solution. Jayme invited faculty to explain why this might be a good solution or not, and to contact her to explore other ideas.

- 4) **Registrar's meeting:** As mentioned previously, Jayme talked about prerequisite drops at this meeting. That is something that the campus will work with her on to implement a workable process. A few delays will happen with the process because of Registrar Alex Gonzalez's recent death. Jayme hoped that the process will be in place by either summer or fall registration.
- 5) **Orientation week:** Jayme also sought feedback on training or sessions during orientation week. Academic Affairs might want Jayme to try and arrange something. Title IX information was not offered in the fall orientation, but can be offered in the future. The Grey Area training is helping students become more aware of Title IX and its requirements. Jayme attended a session on Cleary compliance training, which has to do with annual crime statistics reporting. Some of this information is crossover with Title IX, but we are still currently out of compliance. Jayme will work to bring Cleary training to our campus as well. Changes have been made to job descriptions that we need to take notice of. Jayme is also working with the campus police to improve our compliance, but everyone needs to know what the regulatory areas are.

Jayme added that a special kind of Grey Zone training for veterans may be set up. She requested feedback from the Teaching Excellence Committee to see whether it would be possible. This kind of training could also take place campus-wide. Jayme mentioned that she thinks the campus may need Student Rights and Responsibilities training as well. She clarified that this training would have to do with relationships to discipline, conduct, withdrawals, and related matters; the faculty can send Jayme ideas.

- 6) **Noel Levitz enrollment analysis:** Jayme stated that we did receive a surface-level document from the Noel Levitz representative who visited campus, which she has not yet shared. Jayme wants to discuss it with Dr. Malm first. The local advisory board is also aware that we have an enrollment analysis and want to know more about it and the next steps we should take, so Jayme will inform them of the conclusions reached.

There were 13 pages of recommendations in the report. They cover everything from prospective students to the process of graduating students, how we look at program development, how we set up our website, and our marketing. Jayme plans to share the recommendations after speaking with Dr. Malm. She also expressed that nothing in the report came as a surprise. It simply validates our suspicions: that we need to do much more to address enrollment trends. This enrollment bleed, and the drop in student numbers, is not temporary. Jayme will bring this up at the board meeting as well. We will continue to experience enrollment decline if we don't do something about it. There were some specific recommendations in the enrollment analysis about this.

- 7) **Dual credit:** Jayme also brought up another initiative mentioned by Michelle at the previous Assembly meeting: to work with Gallup-McKinley County Schools to expand our dual credit

offerings. This will primarily focus on different types of academies that we haven't done in the past. Right now, CCTE and MCHS are our only examples of dual credit. The district and UNM-G have signed a memo of understanding that we are going to pursue this collaboration. Jayme reported that, while we are still early in the process, it is going in the direction of an early college type of academy. The students will be part of their home school, but we will bring them to campus to participate in dual credit opportunities, and ultimately align with a pathway, which is the approach favored by the HED and PAD. This will serve as a way to regulate dual credit. Jayme promised to provide more information on this project as it becomes available.

She also noted that the school district has open communication with us, a good step. This communication has even extended to other colleges calling Jayme about dual credit. This is exciting news, as it means UNM-Gallup will be the primary contact for local students.

- 8) **IR search:** Jayme reported that interviews for UNM-Gallup's Institutional Research position happened this week and there is a candidate who has accepted a verbal offer, as she had mentioned during Rick Goshorn's report. The formal offer stage for this candidate is upcoming. They will hopefully assume their position soon.
- 9) **Graduation:** Jayme reminded the Assembly that graduation is upcoming. Many of our students finish and do not choose to walk, so we should encourage graduates to attend. Fall commencement is already smaller in size, and we want all of our graduates there. Faculty should also attend if at all possible. If anyone is interested in helping with graduation, then we should join the committee, a small group of people who handle all the work of putting graduation together. Jayme will take e-mails of faculty interest and tell us where to be and when. She will also inform division chairs about the requirements for grand marshals.

Jayme asked if the faculty had questions, but none were asked. This concluded her report.

ACTION ITEM MOVE TO EXECUTIVE SESSION PROFESSOR ROBERT GALIN

DISCUSSION

Faculty Assembly President Professor Galin requested that the Faculty Assembly meeting now move into executive session. Only fulltime UNM-G faculty (including chairs) and elected adjunct representatives will remain for the Executive Session. As specified by the UNM-G Constitution, we will follow Robert's Rules of Order. As such, the items presented during the Executive Session will be introduced by the Faculty Assembly President Professor Robert Galin. Faculty offering subsequent comments will be limited to 3 minutes each time they speak.

Motion: Robert Encinio
Seconded: Yes
Discussion: None
Voice Vote: Unanimously approved
Motion Carried: Yes

*******EXECUTIVE SESSION*******

INFORMATION COMMITTEE REPORTS COMMITTEE CHAIRS

DISCUSSION

Professor Galin asked for committee reports:

Professor Galin also announced that the Faculty Assembly would talk about the Interim Dean position after the committee reports, under Other Business.

Senator to Albuquerque, John Burke: Our Senator reported that voting for the UNM President was unprecedented in numbers. 30% of faculty voted, and the numbers meant that the Regents had to listen. The Interim President's report said Gallup reserves were very high relative to main campus. The main campus has \$18 million in reserves; we have \$6 million. Some of that is dedicated to certain projects, so cannot be used elsewhere.

Dr. Burke also reported that the next-gen science standards for the Public Education Department are changing. History standards might also be changing. The Faculty Senate in Albuquerque is keeping a close eye on this.

An invitation to the Dalai Lama is being floated at UNM. He might come to Gallup if the Assembly asked, should he accept the invitation.

Dr. Burke also reminded the Assembly that the capital projects budget is available for buildings, equipment, and renovations. If a department moves or people move, there will be money contributed to the move. We haven't contributed to this fund or put something in for a project, but we could.

Finally, Dr. Burke reported that he will be happy to take any issues the Assembly wants to submit to him to Albuquerque.

Budget Review Committee: This committee held a meeting on the 7th of November. Many documents were shared with the Budget Committee. This committee reports receiving a broad overview of the Budget process, but no specifics. They also talked about the scope of the committee's charge. The committee believes that they will need to understand the budget formula to be effective. They need to know exactly how the budget is created, and how should we get to that amount of money. They will meet again on December the 15th. Unless they understand the budget, they won't be able to understand the process and the fiscal challenges UNM-Gallup faces. However, the chair of the appropriations committee is a local who can contribute knowledge to Budget Review, which will help. The Budget Review Committee will try to educate local legislators on why the budget process isn't working for us.

Teaching Excellence Committee: This committee held a faculty development workshop on Wednesday to accommodate veterans in the classroom. They gave one example of the information shared: Veteran students might prefer to sit with their back to wall rather than in a seat with a seating chart, and may leave the class if they cannot be accommodated. Dr. Lassiter, who facilitated the workshop, also e-mailed out a copy of the PowerPoint used in it. The handout has different categories by which veterans might be enrolled. This affects their withdrawal dates and their dependents, among other requirements. Nick Brokeshoulder also sent a do's and don'ts list for instructor. Some extra printed copies of this list are available.

The Teaching Excellence Committee plans to schedule other workshops around different faculty teaching schedules, rather than holding all of them at 12:30. One might be during development week, and they will distribute a survey to gauge faculty interest. Its questions include: What topics would faculty like to see? What times would work? How often should they happen? Faculty members who have not yet filled out the survey are encouraged to.

Constitution and By-Laws Committee: As the chair was not present, this committee could not submit a report.

CARC Committee: Professor Kaus reminded the Faculty Assembly of approaching assessment deadlines, including December 15th, the day when assessment reports for Areas 1-3 have to be submitted, and Jan. 31st, the deadline for our reports to the Provost. We did receive an e-mail from the Interim Associate Provost about moving forward with assessment, although the original contract for the CARC Committee on main campus quit and two other employees were laid off.

Faculty Committee on Student Affairs: This committee is constituted, but they have had no formal grievances laid before them yet.

Curricula Committee: This committee reported that the approval for the Health and Human Services program review was today. The A.A. in Liberal Arts was approved with all concentrations on main campus; the concentrations will be offered to students in the fall. The A.S. in Science is coming up for approval in January; its process was held up by a bit of confusion.

Ethics and Advisory Committee: This committee has held no meetings as of yet. It does not have a chair and needs to be reorganized. Professor Galin will liaise with this committee to help.

Library Committee: This Committee did not meet in November, but Cecilia Stafford reported that the Book Angel Christmas Tree has been set up and the Skills USA students are making angels for it. She asked faculty to consider buying or donating new or gently used children's and adult books to try and give a book to everyone who attends Holiday in NM.

Final Weeks stress relievers are being planned in the library. Faculty can join as well as students. Right now, there are adult coloring books, brain-teasers, puzzles, and milk and cookies; faculty can contribute ideas to Cecilia if they have others.

Cecilia also reported on the visit of Albuquerque poet laureate Manuel González; there were 35 participants in the writing workshop he held, and 60 attendees at the open mic. Cecilia is hopeful that other similar events will happen in the future.

Long-Range Planning and Resource Committee: Professor Zimmerman reported that the meeting schedule for this committee will be the second Friday of each month. Times and locations do change from month to month. Other people are welcome to participate, as it's an open meeting. As an example, Jayme was invited to the last meeting to talk about Noel Levitz strategic enrollment planning.

The committee has also sent letters to Dr. Malm saying that we are interested in moving forward to revise the strategic plan currently online, and the CEO is open to this idea. The committee will help present the faculty POV in this process.

President Galin reminded the committees that they need to give him a roster of their numbers and chairs. Notices of meetings should also be sent, and as he is *ex-officio* on all committees, he needs to know and may attend.

DISCUSSION

OTHER BUSINESS

VARIOUS

DISCUSSION

Professor Galin opened the floor for comment on other business:

The first piece of other business up for discussion was Dr. Malm's idea of faculty recommendations for the Interim Dean position.

One faculty member asked how long the Interim Dean would hold the position. Professor Galin replied that it could be anywhere from a month-and-a-half to the whole of the spring semester. It depends on the candidate chosen to become the permanent Dean and when they could start.

Someone else asked about the minimum requirements for the Interim position. Professor Galin said that Dr. Dominguez has been talking to the Provost's Office, and they specified that it had to be someone with tenure, but not necessarily a terminal degree.

In response to an inquiry as to what will happen to the Interim Dean's classes and duties, Professor Galin stressed that this depends on who it is. There will be a temporary replacement if possible. If the Dean chosen is a division chair, that division will have a temporary chair.

Another Assembly member asked if the process should be open nominations. Professor Galin revealed that Dr. Malm had already asked him for suggestions; Professor Galin recommended that Dr. Malm make the appointment. Since Dr. Malm only wishes to do so with faculty input, we should handle it the way we want. Professor Galin also added that we have had suggestions to rotate the chairs as Acting Dean, but the CEO does not want to have the title Acting but Interim. No one who does this would be a candidate for permanent Dean; only the people who have applied for the Dean position and will interview for it can be permanent. The Interim position is short-term only.

The Assembly then received a nomination for Dr. Den Bleyker, on the grounds of her being organized, knowing the system, and having been a chair for four years. However, a different person than the nominator suggested sending nominations to Professor Galin, since the Assembly doesn't have much time to discuss it. Professor Galin agreed that Dr. Malm's timeline is to have individual nominations or a list of nominees by tomorrow. He encouraged us to contact our CEO by e-mail, and explained that he was in the directory already when someone asked for his e-mail address. Professor Galin also said that he would make a list of suggested nominees and forward it if people e-mailed him.

One faculty member noted that this is a lot to take in and consider. Professor Galin said that this was one of the reasons he had favored Dr. Malm making the appointment. But knowing our history with previous leaders, it is good that this will be a more inclusive decision.

Another concern arose about the timeline; there would be individuals sending e-mails as well as Professor Galin sending a compiled list of e-mails sent to him. How should the Assembly make nominations? Should we have a united voice? Other suggestions were to make a recommendation for Dr. Malm to wait a week, and interested candidates sending letters of interest to Professor Galin. Professor Galin said he would forward these as well. Others were worried that not knowing candidates' qualifications is a problem. But interested individuals with tenure sending e-mails to Professor Galin should hopefully solve that problem. How it works financially will be worked out with the interested candidate.

Two more clarifications were asked for and received: that the timeline for nominations is by tomorrow, Saturday the 18th, and that if faculty members are interested in nominating another faculty member, they should ask that person before doing so. The discussion of the Interim Dean position concluded after these clarifications.

The Faculty Assembly then discussed other topics.

Construction Tech announced that they had just put the roof on their current Habitat for Humanity house yesterday; it is the sixth one they have built. They need decent weather for only one more week to let them finish.

Maria Winfield announced that she had helped bring Dr. Shawn Secatero to campus to talk about Native American health and wellness. This might make a good talk for faculty development week.

Criminal Justice announced that they will continue their Angel Tree program. The Angel Tree program provides presents to children of prisoners. This maintains a tie between prisoners and their families, and makes it easier for imprisoned parents to transition back home. Some children have received presents for every year. And some have two imprisoned parents, making participation in the program for them all the more vital. Faculty can contact Floyd Kezele to contribute presents.

One more question arose as to whether the faculty have any input on the hiring for the CFO position, or if it was in Rick Goshorn's purview. There are going to be two colleagues on the Search Committee for that position: Lilia Cuciuc and Robert Encinio. Also, Rick Goshorn will be on quarter-time for us by the end of the year. He will work for us remotely, from Valencia. Once a new CFO starts, his contract ends. If we take a year to get someone, he will be on quarter-time for a year. If we get someone before that, he'll hand the position over. He won't continue getting paid after we hire a new CFO.

ACTION ITEM

ADJOURNMENT

DISCUSSION	
Motion to adjourn.	
Motion to adjourn: Robert Galin	
Seconded: Yes	
Voice vote: Unanimously approved	
Motion carried: Yes	
Meeting adjourned at 1:50 PM, by Faculty Assembly President Professor Robert Galin.	
Recorded by: Keri Stevenson, Faculty Assembly Secretary on November 17, 2017.	