

Faculty Assembly President Professor John Zimmerman reported on the following:	

Professor Zimmerman issued a reminder about the changed date of the next Assembly meeting, which had been moved to November 13th, the second Friday of the month. This will give faculty time to get ready to cease in-person classes, as all of them will be totally remote after Thanksgiving. The Curricula Committee meeting will also be held that morning.

Professor Zimmerman also reminded the faculty that he had e-mailed the list of Faculty Assembly committees for the year out earlier that week. He is going to send it to Carmen Wellborn on Monday, to publish updated rosters on the website. This will benefit next year's President/Ops Committee as they go through the rosters.

Finally, Professor Zimmerman mentioned that the Dean of Instruction would talk about program prioritization, and then turned the floor over to the Dean when there were no questions.

INFORMATION

DEAN'S REPORT

DEAN DR. DANIEL PRIMOZIC

DISCUSSION	
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Dean Primozic began his report by sharing a link to the completed program prioritization report. He invited faculty to read it, as well as his going through it on a shared screen to show the highlights. He noted that the program prioritization process had happened so quickly partially because the budget was slashed, and we covered the shortfalls with reserves. This could not wait because we as a campus are trying to avoid having employment problems, and because the Albuquerque campus was holding out a retirement incentive, so faculty members needed to know if they should accept it.

The Dean detailed the members of the committee and added that it was an outstanding committee that had reached consensus on every issue, using rigor to do so. Ms. Brittany Babycos had put together the instrument that would calculate all the scores for a final score, although she was not a formal member of the committee.

The review process looked at each degree and certificate program which had enough data to permit such a review; some did not due to conditions like being newly-established. The committee's decision did not include cost consideration. Costs will be in the final deliberation. Instead, the committee scored the programs based on quality and relevance. Three to four programs were scored each meeting, which was on a weekly or twice-weekly schedule.

The rubric included three major areas: External and Internal Demand for the program, Quality of Program Inputs and Processes (which included teaching faculty), and Quality of Program Outcomes (including statistics such as student graduation and retention). The committee's lists included programs to keep and continuously improve; to keep and continuously improve while upgrading current facilities; to keep and continuously improve while adding teaching faculty members; programs slated for deletion; and programs not included in review. Programs slated for deletion will be taught-out so that students enrolled in them have a chance to graduate. Faculty members in the teach-out areas have also been spoken with so that they know their options. Programs slated for deletion are the A.A. in Criminal Justice Corrections and the A.A. in Criminal Justice Law Enforcement; the Certificate in Bookkeeping; the Certificate in Collision Repair Technology; the Certificate in Information Technology; and the Certificate in Organizational Management and Public Administration. The Dean

added that some programs were not reviewed as they were new or had undergone review recently and were already revamped.

Dean Primozic stated that he thinks UNM-Gallup should do program prioritization on a rotating basis every three to five years. No other branch is currently doing anything like this, especially including faculty input. The process will save us money, which is going to be directed into new programs. The exact votes of the committee members will remain confidential, however, as the Dean does not think that releasing the details would lead to collegial results. He then asked for questions.

One faculty member stated that they were glad that some programs will receive more faculty and facilities. However, they felt that some of the programs being deleted, like IT, have potential, or have a lot of currently-enrolled students, like Criminal Justice. They asked if there had been any speculation about creating a criminology major to ally with the Albuquerque campus's, or micro-credentials for IT or another technology credential. The Dean responded that the committee did consider this, with specific suggestions about criminology and IT. The ones currently on campus will be taught out, and we may get better versions—perhaps something like a cybersecurity credential. The faculty currently teaching in these areas will be put to work in new capacities.

There were no other questions, so Professor Zimmerman reclaimed the floor and the executive team departed.

ACTION ITEM	ELECTION OF OPS COMMITTEE MEMBER	PROFESSOR JOHN ZIMMERMAN
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DISCUSSION	
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Professor Zimmerman stated that the Ops Committee needed a new member, and that he had asked for someone from Education, Health, and Human Services, if at all possible, to balance division representation on the committee. Professor Sonya Damon has volunteered. There were no other official nominations, which meant Professor Damon could be elected by acclamation unless someone else wanted to propose one.

I move to elect Sonya by acclamation:

Motion: Carolyn Kuchera
Seconded: Yes
Discussion: None
Vote: Unanimous
Motion Carried: Yes

Professor Zimmerman thanked for the Ops Committee for their work, and Professor Damon for volunteering.

DISCUSSION ITEM	SCHEDULING OPTIMIZATION	PROFESSOR JOHN ZIMMERMAN
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DISCUSSION	
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As the discussion began, Professor Zimmerman emphasized that this is only a discussion; there will be no final decision and no vote in this Assembly meeting. He wanted feedback from faculty about what we should do about the schedule, but did not want to legislate the past, or stir up stress and antagonism. He asked people to put their names in the chat if they had questions.

Professor Zimmerman then stated that the traditional scheduling process does a disservice to the students. This ties in with program prioritization, which is also attempting to improve matters for our students. There have been simulations run to evaluate the current schedule; they show that a student in a 60-credit degree program actually earns 89 credits, an extra 29 they do not need, and only 13% of students graduate from a two-year program in a three-year timespan.

The Dean of Instruction, Chancellor Malm, and Professor Zimmerman will back away from the process. Student Services Director Jayme McMahon will need to be involved, and the division chairs. They may have a conversation in the next week or so about how to move forward. While we will avoid talking about past mistakes, according to Professor Zimmerman, we should still have shared governance.

Professor Zimmerman did insist that program prioritization should be an academic-driven process; because past processes were not. The Dean of Instruction was the only non-faculty member of that committee, although with help from Mr. Griego and Ms. Babycos (who did not vote). The approach should be similar with scheduling.

However, Professor Zimmerman stressed, shared governance does not mean that only faculty concerns are addressed. Everyone, instead, comes to the table with an open mind, as unbiased as possible, and they try to come to consensus. He believes that our administration seems to have learned from the past. This kind of process is not happening at the other branches or in Albuquerque.

Professor Zimmerman then opened the floor to questions. The first was about the challenges of working with two high school programs. They tend to want to hold off on scheduling until one week before classes, and sometimes classes requested by the programs are not filled. This faculty member expressed a desire to see a requirement for the two high school programs that says their scheduling requests need to be done much earlier and made much firmer. Professor Zimmerman noted it, and added that this optimization process is being looked at for the Fall 2021 semester, not the spring one.

One faculty member asked how we will navigate the pandemic affecting the schedule. Professor Zimmerman said that, while uncertainties remained, we might know better if there is going to be a scheduling committee by the November Assembly meeting. The committee would begin their earnest work in January, looking at data and student needs. This would affect the whole institution, and some people have lobbied for planning a year in advance, to help students and instructors figure out logical course sequencing. In the case of the pandemic, however, the future is uncertain. Hopefully we can do face-to-face classes in the fall, but we will have to take the number of cases and the rate of spread current at that time into consideration.

The next question was about developmental classes, which often do not make until the last minute, due to late student registrations, and how they would fare under a more rigorous scheduling process. Professor Zimmerman thought that instructors should be able to develop trust with Director McMahon and the division chairs to address this and similar issues.

One faculty member commented that since the schedule has swung between extremes; including complete faculty control and complete administration control, that has also affected students, but they saw a way to compromise. Faculty should start with requests to their division chairs, and then the chairs would discuss the matter with the administration. This faculty member believed that individual faculty would negotiate with their chairs to find something that would suit everyone's needs, and that the new data about student success rates under the old scheduling system would help persuade them. Professor Zimmerman agreed that this would help address tensions from the last round of scheduling, if faculty members can rely on their division chairs and the administration remains transparent.

Faculty in Nursing pointed out that there will also need to be issues addressed that are affecting evening classes. This semester, their schedules were arranged to accommodate cleaning of facilities by the physical plant. This means that nursing classes end at 5 PM instead of 6 PM, although this is not always convenient for students. The physical plant has to be accommodated if we do evening classes in the future. Other Assembly members commented that IT services, security, and having buildings open at night are also problems in the evening, with services often not available to either instructors or students after 5 PM. If we do evening classes in the future, which may be necessary to serve student need, we will also need to make sure that tech support and police officers are available, and that buildings are unlocked.

The next part of the discussion concerned modality, and whether faculty would still be able to choose whether to offer courses online or in-person. Professor Zimmerman replied that he believed the modality should be under faculty control. But we might need to make sacrifices for individual classes, such as if a certain number of students required an online course. One instructor asked about exploring synchronous face-to-face/online classes, such as a faculty member teaching students in their classroom while also appearing on a Zoom camera for students at home. Professor Zimmerman explained that this is not currently a favored solution as in the past it had problems with tech issues. He did emphasize that we should discuss problems and solutions such as this early, so we can receive feedback from the executive team, and ensure that we have a foot in the shared governance process.

ACTION ITEM

CURRICULA COMMITTEE

DR. CAROLYN KUCHERA

Dr. Carolyn Kuchera, the chair, announced that the Curricula Committee had approved four Form C's, for revisions to existing programs.

The first was for the A.A. in Human Services, Family Studies. It removes one class in Alcohol and Drug Abuse Counseling and replaces it with an ethics course. Students on this track have received three courses in substance abuse counseling, making the previously required class repetitive.

I move that this body approve the A.A. in Family Services Form C.

Motion: Carolyn Kuchera

Seconded: Yes

Discussion: None

Vote: Unanimous

Motion Carried: Yes

The second Form C was to revise the A.S. in Elementary Education. It removes the requirement for Educational Psychology 310, replacing it with three credits of Elementary Education electives. Students had to change their degree from the A.S. to a Bachelor's to enroll in 310, and this created a barrier that resulted in academic advisers receiving numerous substitution requests.

I move to approve the revised A.S. in Elementary Education.

Motion: Carolyn Kuchera

Seconded: Yes

Discussion: None

Vote: Unanimous

Motion Carried: Yes

The third Form C was to revise the A.A. in Secondary Education. The 300-level class that caused substitution requests in this case was Language, Literature, and Sociocultural Studies 321. The Form C replaces it with three credits of student choice.

I move that we approve the A.A in Secondary Education Form C.

Motion: Carolyn Kuchera

Seconded: Yes

Discussion: None

Vote: Unanimous

Motion Carried: Yes

The final form was a Form C to revise the A.A.S. in General Studies. This was done to align with HED requirements and general UNM gen ed requirements.

I move to approve the A.A.S in General Studies.

Motion: Carolyn Kuchera

Seconded: Yes

Discussion: None

Vote: Unanimous

Motion Carried: Yes

DISCUSSION ITEM

**WELCOMING CULTURE/
MENTORSHIP**

**PROFESSOR JOHN
ZIMMERMAN**

DISCUSSION

Professor Zimmerman began the discussion by saying that UNM-Gallup is trying to create a more welcoming and mentoring culture for both faculty and staff on the campus. There was a welcoming packet given to him fourteen years ago when he came on board; it contained basic HR information and information about entering final grades and similar procedures. He thinks faculty should bring it back but tailor it to become a welcoming/mentoring packet. Would phone numbers be helpful, with a list of rentals available and grocery store locations? He noted that this is especially challenging for new faculty who can only be welcomed via Zoom.

One new faculty member commented that people have helped with logistical issues, but it would be easier without being remote. Some useful information to include in the packet would be about how to get office keys, on-campus logistical issues, etc. A second Assembly member noted that there has not been much one-on-one talking. Having a point person to ask the little questions of would be useful. Another stated that there should be a dedicated team/committee/office for faculty success. Although this is just a brainstorming session, it could affect faculty retention.

Other members commented on the need for clear promotion guidelines, and in-depth mentorship programs. This would benefit us since we do not currently have them.

Giving people an introduction to the faculty union, and what work it is doing, was the next idea. All the bargaining work is public, and there are different caucuses involved, such as the BIPOC Caucus, that people might not know about.

One Assembly member suggested reaching out to new faculty and helping them adjust to any situations they face. This might be handled via an informal faculty volunteers group, composed of people who want to help others. A list of group members could be posted on the website, and then new people would know who to reach out to. Potentially, meetings of the volunteer group could happen on Fridays when there are no Assembly meetings.

Professor Zimmerman encouraged people to send other ideas to him if they had them, and to have conversations on such ideas within the divisions. Faculty have to be proactive in creating the kind of culture we want to see. With a final note from Ms. Cecilia Stafford, the Library Director, that the library wants to welcome new faculty, and they can set up a phone call with library staff or an in-person visit as long as they have a clear COVID check-in for the day, the discussion ended.

INFORMATION	COMMITTEE REPORTS	COMMITTEE CHAIRS
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DISCUSSION		
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Professor Zimmerman asked for committee reports:

Before the reports began, Professor Zimmerman stated that there should be a report from a committee chair in each Assembly meeting. We want to avoid faculty who are technically on the committees but never attend the meetings or do the work. He added that committee chairs can ask the Ops Committee for help if they are not sure of their charge.

CARC: The chair, Professor Kelley Schukar, gave this update first as she had to leave for another meeting. She said that she is learning the assessment process with Albuquerque’s campus, and the committee should meet in the next two-three weeks.

UNMG Senator to ABQ: Dr. John Burke’s report stated that the latest Faculty Senate meeting had focused largely on administrative reports from President Stokes and not as much on branch campus issues, but Dr. Finnie Coleman, Faculty Senate President, would like to continue to keep a focus on branch campus faculty and their needs. In other news, RAC grants are coming out and there may be policy changes involving the faculty handbook in the near future. Professor Zimmerman asked Faculty Senators to continue keeping us in the loop, as there may be meetings between the Ops Committee and Dr. Coleman upcoming.

Budget Review Committee: Dr. Bruce Gjeltema, the chair, said that now that the program prioritization process has been completed, this committee will have a meeting soon to solicit informal faculty feedback on future budget processes, namely in the new year. Professor Zimmerman added that we will not know immediately what the budget looks like at the beginning of next year, but should by February or March when the legislative session is finished.

Committee on Teaching Excellence: No representative was present; no report was given.

Constitution and By-Laws Committee: The chair, Professor Lilia Cuciuc, said the committee had not met as there were no current changes to the constitution and by-laws in process, but might be busy in the spring depending on what future changes were made.

Faculty Committee on Student Affairs: The chair, Professor Floyd Kezele, was present, and said the committee had no current business before it.

Curricula Committee: Dr. Carolyn Kuchera, the chair, welcomed a new member to the committee, Dr. Jordan Balaban.

Library Committee: Dr. Arun Muthaiyan, the chair, said that the committee had several new members, and the next committee meeting would be scheduled around different members' availability.

Strategic Planning Committee: Dr. John Burke, the chair, said that he had asked Dr. Aretha Matt to serve on this committee, but she is currently on three. Professor Zimmerman added that visiting faculty should be discussing committee service with their division chairs to determine the load. Most visiting faculty are on one committee, and most full-time faculty on two.

Distance Learning Committee (ad hoc): Dr. Yi-Wen Huang, the chair, said there will be an online teaching extravaganza at the Valencia branch that anyone can attend, with free registration, and posted the link in the chat. She also informed faculty about free workshops and open labs being held through Albuquerque's campus for faculty who are having trouble with online teaching, and urged Assembly members to participate in the currently ongoing conversation about possibly replacing Blackboard with another LMS. UNM has sent out e-mails so that those who would like to participate in choosing the new LMS can test some of the options.

Adjunct Faculty Affairs Committee (ad hoc): Dr. Kristian Simcox, the chair, thanked the Ops Committee for their work on the rosters and said his committee would have an upcoming meeting to set priorities for the next academic year.

Professor Zimmerman added a final thanks to committee members for volunteering.

INFORMATION

ANNOUNCEMENTS

VARIOUS

One faculty member asked a question about when the Assembly can again vote on raising ad hoc committees to standing committees. Professor Zimmerman replied that we will hope to change this in the spring, but we will need more votes than the proposals received this last time. It would probably coincide with the election of a new slate of officers.

Dr. Antoinette Abeyta announced that there will be a research STEM stipend for students, up to \$5000 for students in geoscience, computer sciences, civil engineering, and similar areas. Professor Zimmerman asked if she could send the information to Mr. Lee Lamb to put into a daily brief, and Dr. Abeyta agreed.

Finally, Professor Zimmerman announced that all of the proposals that the union bargaining organization has been writing are now public at uaunm.org. There is a lot of information available, including proposals and counterproposals by both the union and the university administration. He encouraged UNM-Gallup faculty to read all the articles, but especially the Academic Workload Article, which has been Professor Zimmerman's primary responsibility. Everyone has access to this information, as it is all public. There will also be union events coming up in the next few months that UNM-Gallup faculty will be invited to attend.

ACTION ITEM

ADJOURNMENT

I move to adjourn.

Motion: Matt Mingus

Seconded: Yes

Vote: Unanimous

Motion Carried: Yes

Meeting adjourned at 1:53 PM, by Faculty Assembly President Professor John Zimmerman.

Recorded by: Keri Stevenson, Faculty Assembly Secretary, on October 16th, 2020