



## Faculty Assembly Meeting

**MINUTES**    **March 22<sup>nd</sup>, 2019**    **12:30 PM**    **GSSTC 200**

<b>MEETING CALLED BY:</b>	<b>Ms. Cecilia Stafford, Faculty Assembly President</b>
<b>MINUTES TAKEN BY:</b>	Keri Stevenson, Faculty Assembly Secretary
<b>FACULTY ATTENDEES:</b>	Antoinette Abeyta, Sylvia Andrew, Chris Chavez, Lilia Cuciuc, Irene Den Bleyker, Robert Encinio, Sabrina Ezzell, Jim Fisk, Lewis Gambill, Bruce Gjeltama, Thomas Kaus, Floyd Kezele, Carmela Lanza, Tracy Lassiter, L. D. Lovett, Elvira Martin, Matt Minguo, Arunachalam Muthaiyan, Joe Sanchez, Kamala Sharma, Florentin Smarandache, Cecilia Stafford, Keri Stevenson, Rachael Stewart, Kristi Wilson, Gayle Woodcock, and John Zimmerman.
<b>GUESTS:</b>	None

**ACTION**    **APPROVAL OF AGENDA**    **MS. CECILIA STAFFORD**

<b>DISCUSSION</b>	
<b>I move that we strike the third line on the agenda and reinsert "CEO's report, Dr. Malm, 10 minutes."</b>	
<b>Motion:</b> Cecilia Stafford	
<b>Seconded:</b> Yes	
<b>Discussion:</b> None further	
<b>Voice Vote:</b> Unanimously approved as amended	
<b>Motion Carried:</b> Yes	

**ACTION**    **APPROVAL OF MINUTES**    **MS. CECILIA STAFFORD**

<b>DISCUSSION</b>	
<b>I move to approve the corrected minutes from the February 15<sup>th</sup>, 2019 UNMG Faculty Assembly meeting.</b>	
<b>Motion:</b> Cecilia Stafford	
<b>Seconded:</b> Yes	
<b>Discussion:</b> None	
<b>Voice Vote:</b> Unanimously approved	
<b>Motion Carried:</b> Yes	

**INFORMATION**    **FACULTY ASSEMBLY PRESIDENT'S REPORT**    **MS. CECILIA STAFFORD**

<b>Faculty Assembly President Cecilia Stafford reported on the following:</b>
Cecilia thanked those Assembly members who are running for office or elected committees. She said that she will send out the final slate of nominations to the IT office in Albuquerque that operates the Opinio software this afternoon. Next Tuesday, all full-time voting faculty will receive an e-mail with a link to the ballot. We will have to login with our UNM credentials to access it. Once faculty fill out the ballot and submit it, there will be no chances to change their minds.
Tuesday, April 2 <sup>nd</sup> , and Tuesday, April 9 <sup>th</sup> , faculty will receive reminders to vote. Thursday, April 11 <sup>th</sup> ,

will end the election at noon. Florentin Smarandache, as Chair of the Nominations of Committee, will receive the link with the results of the election in time for the Friday meeting. Ms. Stafford also said that Dr. Smarandache's e-mail will be provided for questions about the ballot, but technical questions will have to be addressed to the Opinio staff.

Ms. Stafford then paused for any questions about the election component before moving on, but faculty had none.

Ms. Stafford also discussed the administration leadership meeting she attended this morning. She asked Mr. Griego to talk about the budget information from the legislative session, but as of yet, the Governor has not signed off on this, so we do not know the final decisions. Ms. Stafford also presented faculty concerns about traffic and weather, and the Dean asked her to forward them to the Safety Committee. Mr. Mark Remillard has discussed those concerns and will be coming to the Assembly with a proposal in April about employee parking and safety. They will also discuss bus routes with Gallup McKinley County Schools to determine who has jurisdiction for ice and snow removal on these roads.

Ms. Stafford reported that Dean Primozic will attend the on-campus interviews in Albuquerque for the Provost's search on Monday and Thursday. The Dean will carpool in one of the fleet cars with any faculty who also want to attend.

The Campus Climate and the Operations Committees have also met to talk about conflict management. Ms. Stafford has contacted the Ombudsman's office on main campus to start a workshop here on basic conflict management strategies during the Development Week in August.

Faculty had no questions for the president, so Ms. Stafford turned the floor over to the Dean of Instruction, Dr. Daniel Primozic.

## **INFORMATION**

## **DEAN OF INSTRUCTION'S REPORT**

## **DEAN DR. DANIEL PRIMOZIC**

The Dean announced that he was present to absorb and gather information on concerns faculty might have. He asked for the Assembly members to contact him if they couldn't voice their concerns in the limited time he had.

The faculty began to speak. The first concern raised was the quality of education in online teaching, and how the executive team has approached giving information about this. The faculty members expressing this concern believed that online educational quality might be second to access, with negative consequences for students.

The lack of professional development that would aid in the transition to online teaching was also brought up; there has been no software provided in these faculty members' view, and no institutional support. This also lowers the quality. There also seemed no obvious strategy for which sections of which courses would be scheduled online and which ones would remain face-to-face.

Others brought up the lack of peer review of online teaching, including reviews by the division chairs. Creating a process for this, Assembly members felt, should have been done before we offered online classes. Its lack made the online course creation feel more rushed. There have also been unpredictably-raised class caps in online classes. Faculty members felt frustrated as they believed conversations were happening now that should have been held years ago.

One question that arose was about the level of student interest in online instruction. The college has not

asked enough students if they are interested in being online or what online teaching looks like for them. The limited number of students with at-home internet service means that online teaching may not be accessible to them. Student voices should be considered.

Members of the Online Task Force who were present brought up that there is now a small pilot program using a new instrument to evaluate online teaching. It is being used by Dr. Carmela Lanza and Dr. Yi-Wen Huang. Mr. Joe Kee, Jr., the division chair of Arts & Sciences, may also be evaluating online classes.

Faculty members began to recount anecdotal evidence from students who had told them that they had had trouble accessing online courses. One student had to get help from main campus to enter her architecture class because there was limited IT support on the UNM-Gallup campus to show her how to access the website and other procedures. It was felt that the UNM-Gallup campus should have a dedicated IT tech who can be available on the campus to teach students who may not have had an online class before about such processes.

The conversation then shifted to the Adjunct Task Force's questions about computers for adjuncts. They would like more feedback from the administration on this issue. The task force is also concerned that adjuncts don't have IT available on Friday and Saturday if they teach classes then, and that they need additional workspace. The task force will require feedback from the administration on these issues, as well.

One Assembly member suggested having an Educational Technologist on campus to support faculty and students. It would be helpful to alleviate student frustrations with IT.

Faculty also asked about the scheduling matrix, and how much input faculty would have on whether their online classes can be switched to face-to-face or vice versa. Faculty who teach lab and studio courses are concerned that the matrix has been squeezing these courses out of their usual run times because of its standardized 75-minute slots. It might be easier, they suggested, to use scheduling software.

The administration said they have been trying to obtain this software, but main campus has not made it available. Director McMahon of Student Services noted that the main campus registrar's office has not been allowing access to the software they use. This is frustrating as the software would allow Student Services to work on several problems the Gallup campus has.

Faculty also lobbied for a workshop on the right way to respond to sexual harassment claims during development week. They were concerned that some faculty members who had not responded in the right way in the past had been fired. Assembly members wanted to know how far the process extends and what can be done. Among other questions: What are the lines of authority and what can we do to report students' concerns? How can we protect ourselves?

The computer replacement policy received discussion: the software on old computers may not be able to be transferred to new computers, which might mean that the old laptop might still need to be in use for a while. The past policy was to have IT keep copies of the software, but they are unable to find some of the old files.

Finally, faculty determined, our snow cancellation and makeup policy needs revision. It isn't the same as the local school policy and this is a problem. We need to discuss the necessity for executives to arrive at the campus, among other things.

The Dean thanked the faculty for expressing their concerns and ended his report time. Ms. Stafford turned the floor over to Dr. James Malm, CEO of UNM-Gallup.

**INFORMATION**

**CEO'S REPORT**

**DR. JAMES MALM**

Dr. Malm began his report to the Assembly by thanking the Dean for fielding faculty concerns. He then shared the good news that the campus had passed successfully through three accreditation visits: for the campus as a whole from the HLC, for the nursing program, and for Emergency Medical Technology with Corine Gonzales. These visits included collegial and respectful two-way conversations with the HLC representative. Professor Sabrina Ezzell hosted an equally successful program accreditation for the nurses.

On the budget front, Dr. Malm announced that UNM-Gallup had presented the university budget to the local advisory board on Tuesday, and they voted unanimously to pass it on to the Board of Regents. Dr. Malm will carry the vote and budget to the Regents on either April 5<sup>th</sup> or April 8<sup>th</sup>. The date is still uncertain as it needs to coincide with the date that the governor will sign the state appropriations budget.

Dr. Malm believes that the budget will show that we did well. We have some new money coming in; we have compensation increases coming in; we have retirement plan contributions from the university increasing. We are not raising taxes, tuition, or fees. We are not making any cuts, either. Dr. Malm will be able to roll out the details in the days and weeks ahead.

Dr. Malm then went on to discuss the candidates for Provost and Executive Vice-President of Academic Affairs. He was originally scheduled to be in Albuquerque for a meeting with the first candidate, but that meeting was canceled. He did go to Albuquerque yesterday for a Provost's meeting with the CEO's of the branch campuses and then a meeting with the Deans. Richard Wood, the interim Provost, said that he was not a finalist for the Provost's position; he will fill out the terms of his interim contract, which will end on June 30<sup>th</sup>, after which he will return to a faculty position.

The two remaining candidates for Provost will be interviewed in two-day sessions next week. Dr. Malm will meet with them and the President's cabinet on day one, and then they will meet with the four CEO's on day two. He also plans to attend all the open forums for the faculty, community, and other groups.

Dr. Malm stressed the importance of the Provost's position for UNM-Gallup; it is vital for us as an Academic Affairs position. We have a memo of understanding that basically gives us a franchise agreement with the Albuquerque campus to operate. It says that the Provost is the Board of Regents' agent to run the branches. He wants to meet the candidates to gauge their level of experience and competency. We want a world-class scholar and full professor, he stated, but we also want someone who is coming from a big university system that has community college branches. Dr. Malm would prefer not to have to explain what a community college mission is to the new Provost or have to explain why we have a community and student focus. Dr. Malm encouraged faculty to join the faculty forums in Albuquerque at 9:30 AM on Monday and Thursday.

Dr. Malm then discussed the opportunity he had had to meet most of the Governor's Cabinet secretaries earlier this month, and that we will be hosting one member who is in Gallup for a workshop Google is giving on using digital tools. Workforce Services has an office location on campus. There is a \$200,000 amount earmarked to make the local community workforce-ready, and they want to make the UNM-Gallup campus the source and center of this movement.

Dr. Malm finished his report and opened the floor to faculty questions. The first one concentrated on the status of our possible new buildings, such as the Physical Plant. Dr. Malm replied that we have a five-year capital plan. It has been published and he will be presenting it to the Board of Regents and the New Mexico HED soon.

Dr. Malm explained the plans for the over \$11 million amount that we hope to receive:

- 1) \$975,000 is for a bond that does infrastructure improvements. It was vetoed by the then-governor last year.
- 2) There will be an \$8 million CTE building. It was on two different bonds in the past, but the legislators wanted to see it on one bond instead.
- 3) We will demolish Lions Hall to replace it with a new building.
- 4) There will be additional infrastructure improvements as well.

No other faculty members had questions, so Dr. Malm finished his report, and Ms. Stafford turned the floor over to Mr. Robert Griego, CFO for UNM-Gallup.

**INFORMATION**

**CFO’S REPORT**

**MR. ROBERT GRIEGO**

Mr. Griego said it had been a busy few weeks. The budget is now set up and the legislature session near its end. Dr. Malm has been working on the funding for the legislature session. For the last month, Mr. Griego has been working with the Budget Review Committee. The administration officially received three recommendations/requests from the committee. These will be published and accepted.

Mr. Griego also discussed a draft calendar for next year’s budget cycle. In the past, the cycle has not left enough time to receive input from everyone concerned. UNM-Gallup’s campus has always started the budget cycle for the following year immediately. Mr. Griego will work with the part-time web specialist we have on staff while Carmen Wellborn is on maternity leave. They will develop a form to receive ideas officially, including from the community. Enrollments are currently up and the campus has some new money. The new ideas can hopefully be accommodated with the availability of new money. The administration will also be providing the information collected this way to the Budget Review Committee.

Mr. Griego explained that the calendar draft will have some hard deadlines, but those deadlines will be mostly in March and April. They can build in flexible time before that and have some extra dates that will affect the calendar.

The current budget has been presented to the local advisory board; they have approved it. This has been published on the website that has the agenda and other materials for the local board. The CFO has also received and approved mini-grant applications and published those on the web as well.

Discussing the process that the campus goes through to receive our appropriations, Mr. Griego described it as having been revised through six or seven versions before it arrives at the governor’s desk. We won’t know for sure what we have until April 5<sup>th</sup>. We expect \$135,000 new money; \$5600 for dual credit; salary increases of 4%; IRB employer contributions of \$12,000 or a quarter percent; Workforce Development money and nursing money. The new funds will include those for the Morrisey Arts Center to purchase art and hire an administrator.

Mr. Griego opened the floor for questions. The first was about why the report seemed to show financial numbers for the branches that are much greater for Valencia than for Gallup, and why we had received a small dual-credit adjustment.

Mr. Griego explained that there is a difference between concurrent and dual enrollment. We have both, while the other branches are more involved with dual enrollment. We cannot charge for dually-enrolled students. We can charge for concurrent enrollment; those students are paying to attend our classes in a way that dual-enrolled students are not. The other branches are receiving a higher dual-enrollment adjustment because they have essentially foregone the tuition that we have already received. Another faculty member asked if we could compare it to a state subsidy for branches that are not charging as much

for tuition, and Mr. Griego said that is a good comparison. We are already getting paid for the majority of our high school students, whereas the other branches are waiting to collect the money later. Also, the numbers do flow and change around higher education in the legislative session, so these may not be the finalized amounts of money that we or the other branches will receive.

No other faculty members had questions, so Mr. Griego ended his report. Ms. Stafford then turned the floor over to Jayme McMahon, Director of Student Services.

**INFORMATION**

**DIRECTOR OF STUDENT SERVICES' REPORT**

**DIRECTOR JAYME MCMAHON**

Director McMahon said that she had pulled graduation numbers for the fall. We had 73 students earn Associate's degrees in the fall, and this does not include summer students. We also had 62 students earning certificates, and 19 pending awards. This is currently happening through an online certification process.

As for this semester, Student Services currently has 205 students in the system as pending graduates. They are trying to keep track of potential graduation dates so as to be able to enter information into the system ahead of time. Director McMahon also noted that this is a slight improvement in our overall graduation rates. We have made some changes, but it typically takes some time to see the payoff of those changes.

Director McMahon announced that registration for summer and fall goes live on April 15<sup>th</sup>. She asked faculty to encourage students to register before the summer. The website [schedule.unm.edu](http://schedule.unm.edu) will have the tentative schedule on April 1<sup>st</sup>. Faculty can also encourage students to look at it, but it is subject to change.

There is also a change in the works for the opening of registration: it will not begin until 7 AM on April 15<sup>th</sup>. It went live at midnight in the past, but this required that IT people and others pull overnight shifts. The website also frequently crashed as every student tried to register at once, so the change will hopefully benefit students.

Director McMahon said that academic advisement will be doing classroom visits next week, promoting graduation and registration. There will also be graduations information sessions in the commons area the week of the 1<sup>st</sup>. Student Services has seen greater success since they started hosting information sessions for pending graduates.

Another upcoming event will be the April 3<sup>rd</sup> transfer fair being held in collaboration with main campus. This will reach out to both recent and pending graduates and have several schools involved. Finally, on May 1<sup>st</sup> there will be a scholarship ceremony for all students who have won a scholarship award this academic year. Director McMahon noted that we have currently awarded over \$1.1 million just in scholarships and that there are others coming in. That includes scholarships from other organizations, such as those through the lottery and various tribes. \$35,000 was awarded from the local endowment funds. The scholarship ceremony is a meaningful recognition of the students that Director McMahon encouraged all faculty to attend.

As her last announcement, Director McMahon said that Student Services is in the process of updating the lactation room and moving it to ARC. It can be accessed through a few different doors and reserved or used as accommodations through Mary Lou Mraz. There will hopefully be other lactation rooms offered in the future as well.

No faculty had questions, so Director McMahon ended her report. Ms. Stafford turned the floor over to

Dr. Bruce Gjeltema.		
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<b>ACTION ITEM</b>	<b>ARTS &amp; SCIENCES</b>	<b>DR. BRUCE GJELTEMA</b>
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	<b>REORGANIZATION</b>	
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Dr. Bruce Gjeltema had brought a motion that he asked Professor John Zimmerman to distribute. He began the discussion with a description of the faculty's responsibilities; these include academic divisions, structure, and curriculum. He stated that the Arts & Sciences division has struggled with issues of efficiency in the past, because they are such a large division, one of the major reasons behind the decision to split.

Dr. Gjeltema passed from there to a reminder of shared governance and what it means. We can have input into the institution through the chairs and the Dean, and we can also talk to the CEO and administration as individuals. The Assembly is a third way of making our voices heard. Dean Primozic has asked the Arts & Sciences division to ask the Assembly for an endorsement of the recommendations that the division made last fall.

Dr. Gjeltema then detailed the three parts of this recommendation:

- 1) The previous workforce and applied tech divisions were merged by the administration. We need to be able to endorse that.
- 2) We must divide Arts & Sciences and set up divisions that are more equitable in size.
- 3) We need to redefine the position of division chair, as we are not following the example of division chairs at either the other branches or on main campus. We are also not following best practices recommended at institutions of our size.

This is a campus-wide academic organization issue, Dr. Gjeltema stressed. But we are making recommendations as a division; other divisions are always welcome to make recommendations, if they have them, to the Dean of Instruction. Dr. Gjeltema envisioned these recommendations happening through e-mails and individual visits. He reminded the Assembly that the Dean has asked us for an endorsement.

One faculty member asked about what would happen if they thought the decision to reorganize was a bad one. Dr. Gjeltema responded that this was a retroactive approval, as the decision and recommendation had been made.

Another faculty member felt that this was a conversation about Arts & Sciences rather than about other divisions. Therefore, the recommendation should focus exclusively on the decision to split an overlarge division. The Vo-Tech faculty and the Business Tech faculty would need to have been consulted to offer the Faculty Assembly's approval on combining their divisions. Other faculty members agreed to amend the motion, limiting the Assembly's endorsement to the decision to split Arts & Sciences, and leaving out any endorsement of reorganization decisions further in the past and any redefinition of the chair position. Specifically, the wording of "their division" would be used with "Arts & Sciences" in the amended motion.

**The University of New Mexico, Gallup Faculty Assembly endorses the recommendations made by the Arts and Sciences Division for the reorganization of their division.**

**Motion:** Matt Mingus

**Seconded:** Yes

**Discussion:** One faculty member asked if, during the deliberations of the division, there was any conversation about the budgetary impact of the new design. Another spoke about the redefinition of the chair position, and the idea of reducing compensation for each division chair to be more in line with the

branch campus chairs and the main campus. One suggestion was to have it be a \$12,000 stipend as well as requiring chairs to do some teaching. The job of previous Arts & Sciences Chair was both too big and overpaid.

**Voice Vote:** Unanimous

**Motion Carried:** Yes

## DISCUSSION ITEM

## ELECTIONS

## CECILIA STAFFORD

Ms. Stafford reported on the current slate of candidates:

**President:** Professor John Zimmerman

**Vice-President:** Dr. Lewis Gambill

**Secretary:** Dr. Keri Stevenson

**Operations Committee Candidates:** Professor Lilia Cuciuc, Dr. John Burke, Ms. Cecilia Stafford, Dr. Matt Mingus, Mr. Jim Fisk

**Nominations Committee Candidates:** Dr. Arunachalam Muthaiyen, Professor Joe Sanchez, Dr. Lora Stone, Professor Chris Platero

One faculty member asked whether we had to vote for the three positions with only one candidate, or whether it would be possible to do it by acclamation through the Opinio software. Ms. Stafford agreed to investigate this and see whether acclamation would be possible.

## DISCUSSION ITEM

## TASK FORCE UPDATES

## VARIOUS

**Ms. Cecilia Stafford asked for Task Force updates:**

**Safety Committee:** This update was given by Dr. Lanza as the chair could not be present. She passed on the message that Mr. Remillard is inviting all faculty to the meetings of the Safety Committee. The committee has looked at whether we need additional campus security because of the high school students. UNM-Gallup will likely receive at least 60 more McKinley Academy students in the fall and another 100 in the spring of 2020, while having only three campus security officers. The committee thought the Gallup McKinley County Schools District might work with us to add a security officer. The CFO has discussed possible funding.

The Safety Committee also discussed safety procedures in cases of snow and emergency notifications. They want to make sure that certain roads, which are bus routes, would receive priority for snow clearance, and that Marilee Petranovich could receive help in getting emergency notifications out. Currently, the process takes an hour, and we will have to make it faster.

**Adjunct Task Force:** Dr. Kristian Simcox gave the update. The task force is working to identify existing and new workspaces for adjunct faculty, and has had some success. In addition, Professor Kristi Wilson is working with the Dean's office to create awards and recognition for long-servicing adjuncts. One such recognition might happen in May. The task force is seeking more information on whether adjuncts can receive and use campus laptops. They have also discussed compensation, retention, and support.

One faculty member asked whether there would be a requirement that an adjunct professor had to teach a certain number of credit hours before receiving a laptop. The task force replied that they have not yet considered this; they still need to discover a source of laptops and whether they will be available to be checked out. While one Assembly member felt the adjuncts teaching 12 credit hours should have access to laptops, another maintained that they should have a laptop available no matter how many credit hours they are teaching.



**Online Task Force:** Professor Sabrina Ezzell gave the report. This task force is continuing to work on the online evaluation tool. So far, feedback has been good. Six faculty members and one chair are using the tool to evaluate courses.

UNM-Valencia will be offering an online class on how to teach online. Professor Ezzell told faculty that we can use tuition remission for this course, and we can contact her by e-mail if we are interested.

The task force is also talking about various professional development opportunities in online instruction. Professor Ezzell has met with Professor Chris Platero and Tech Development. Their discussion included possible workshops during Faculty Development Week. There is an all-day workshop that is offered on campus at Valencia in the fall that might be offered here as well.

Faculty began to discuss various aspects of online classes. First raised was a concern about what students need and want. What do they need to be successful if they are taking online courses? Faculty noted that the Environmental Scan showed that students prefer face-to-face and hybrid courses rather than online, and that we need to take that into account. Looking at low numbers in canceled online classes from previous semesters might also indicate the level of student interest.

Some faculty members thought this might have to do with student anxiety and fear. Maybe a student orientation focused specifically on online classes could help. A few shared anecdotal reports of students who had not realized that they were in online classes despite signing up for them. Hybrid models might also help to ease students into comfort with working online. One faculty member said that past Criminal Justice students didn't work well online, but do better in face-to-face or in hybrid models. Online assignments are one way of ensuring students gain familiarity with this kind of work.

Other ideas raised including speaking to UNM-Valencia about how they achieve student motivation; the notion of academic freedom in how much control faculty should have over course delivery; and more specific reports for the task force. There also, faculty thought, needed to be something done for extra orientation and support of online students. Some suggested this might fall into CAL's purview. The task force replied that they are talking to UNM-Valencia about this task.

One faculty member mentioned the technology requirement at other institutions in New Mexico, in which students need to demonstrate a certain level of competence. They have to have that technology requirement and it costs money.

Faculty asked for surveys of student opinion, which should include questions about how online courses could meet ADA requirements. This is apparently included in the training and review instructions, although it could be emphasized. Assembly members also wanted student viewpoints to be included, and information on other institutions that do have some of these requirements. Several agreed that a discussion item on the agenda for the Assembly's April meeting would be necessary.

**CAL Task Force:** This task force had no report.

**Cultural Diversity Task Force:** Mr. L. D. Lovett discussed how visitors and students impact the culture of the campus. This includes high school students on campus and the accommodations that faculty make for them. There have been complaints that these students can be disruptive. Some of the high school students also haven't completed certain requirements and it is hard for them to do the classwork.

This led to concerns that high school teachers may not understand how to prepare students for college. They do have to do regular reports for the students. Assembly members asked about differentiating the roles of a college professor and a high school teacher. Dr. Malm has described the blending of high

school, college, CCTE, and MCHS students as a “superculture.” Many faculty were not involved in the process to bring in the high school students, which may also impact this superculture.

Faculty also asked about the difference between dual-enrolled and concurrent-enrolled students who may have paid their own way. This might make disciplining or getting rid of disruptive students more difficult.

Mr. Lovett announced that that the task force needs more people and plans to tackle their charge. He would like both administrators and chairs involved. The task force will try to figure out the problems on campus and come up with some solutions that will anticipate the next group of students. However, it will have a wider charge than simply McKinley Academy.

## INFORMATION

## COMMITTEE REPORTS

## COMMITTEE CHAIRS

### DISCUSSION

**President Stafford asked for committee reports:**

**Senator to Albuquerque, John Burke/Tracy Lassiter:** Dr. Lassiter gave the report. The Faculty Senate in Albuquerque is currently most concerned with the main campus’s shortfalls. They may need to collapse certain programs and departments and cut tuition waivers. There is little funding for higher education available. Concerns on the horizon include the athletic budget and the faculty union. The Senate wants to host a public forum about the union and have a legal, neutral representative present.

**Budget Review Committee:** Dr. Andrew thanked the members of the committee. They assembled recommendations that were given to the Faculty Assembly Secretary at the last meeting. They have asked for a succinct presentation of the budget, given that 155 pages of in-depth data are available elsewhere. They favor a two-page historical summary.

Dr. Andrew announced that the Budget Review Committee work session will be during Faculty Development week. They hope for greater transparency, with input from faculty and staff into the budget. Those recommendations would be summarized and presented to the faculty for concurrence. Mr. Griego gave somewhat different suggestions in his earlier report.

Some faculty concerns are faculty lines, work-study positions, and machines budgets. They do not feel that they are part of the conversations or planning process. In part to address this, the Budget Review Committee would like to have a list of suggestions that the Assembly could vote on in the January meeting.

**Teaching Excellence Committee:** The committee is working with the Online Task Force to bring in professional development workshops for Faculty Development Week in the fall. They may be sending out a survey to ask for faculty input on what workshops should be available.

**Constitution and By-Laws Committee:** This committee had nothing to report.

**CARC Committee:** This committee is planning to Skype with the Assessment Office on main campus, to discuss changes in reporting for the gen ed core.

**Faculty Committee on Student Affairs:** This committee had had no new cases.

**Curricula Committee:** The chair reported that the A.S. in General Studies has been revised. Bookkeeping and Cosmetology will have program reviews coming up. As well, state changes in areas such as course numbering are moving forward and division chairs are filling out the needed forms. Finally, there will be a few gaps in the Curricula Committee in the coming year.

**Library Committee:** This committee plans to meet in April.

**Long-Range Planning and Resource Committee:** Professor Zimmerman passed out a Strategic Plan working draft (see attachment). He asked faculty to circle three targets on the plan to be their top priority, whether they are for division, program, or individual goals. One example is hiring a grant-writer. This will hopefully give the Budget Review Committee and the administration some strategic priorities for the faculty to work with. The working draft can be brought to Professor Zimmerman's office in the next week, and he will also send a copy through the ALLFAC mailing list.

**DISCUSSION**

**OTHER BUSINESS**

**VARIOUS**

**DISCUSSION**

**Ms. Stafford opened the floor for comment on other business:**

Faculty are trying to form a team for the Big Brothers/Big Sisters bowling event in April. They reminded fellow faculty that registration for teams is beginning now.

There will be a special diversity speaker in SSTC 200 next week as part of Women's History Month.

Nursing faculty pronounced the ACEN visit a success. They have received full reaccreditation, although it will not be official until October.

**ACTION ITEM**

**ADJOURNMENT**

**DISCUSSION**

**Motion to adjourn:** Matt Mingus

**Seconded:** Yes

**Voice vote:** Unanimously approved

**Motion carried:** Yes

**Meeting adjourned at 2:19 PM, by Faculty Assembly President Cecilia Stafford.**

**Recorded by:** Keri Stevenson, Faculty Assembly Secretary on March 22<sup>nd</sup>, 2019.



## **UNM-Gallup Strategic Plan (*Working Draft*)**

**Themes:** Big Picture, Institution Wide.

**Objectives:** Focused sub-headings to achieve Themes

**Targets-** Specific measurable actions to achieve Objectives

### **THEME 1- Student Achievement**

#### **-OBJECTIVE 1- Improve Overall Educational Quality**

Potential Targets

CAL data collection

Quality Assurance in the classroom

Best practices in teaching

#### **-OBJECTIVE 2- Enrollment Management: Improving Retention, Persistence and Completion Rates**

Potential Targets

Funnel approach

Customer Relationship Management:  
communications system

Data

website

recruiting/retention

#### **-OBJECTIVE 3- College Level Readiness**

Potential Targets

Literacy- English, Math, Critical Thinking,  
 Citizenship, Technology.  
 Improve relationship with local school system

## **THEME 2- Faculty & Staff Retention and Enrichment**

### **-OBJECTIVE 1- Improve Campus Climate**

#### Potential Targets

Communication- Collegiality, openness, positivity,  
 empathy.

Development- Professional and Leadership Skills

Gender Equity/Diversity/Inclusion

Pride in UNM-Gallup

Advancement Opportunities/Mentorship

Operational Equity, Transparency and  
 Accountability

## **THEME 3- Fiscal Responsibility and Shared Governance**

### **-OBJECTIVE 1- Increase Grant Activity and Funding**

#### Potential Targets

Hire a Grant Coordinator

Grant writing training for Faculty and Staff-

Incentivize the process

Grant/Contracts support system, structure, process

Target funding opportunities for underrepresented  
 groups: STEM, Majority Minority campus.

Improved relationships with Navajo Nation, Zuni Pueblo,  
 BIA and BIE

**-OBJECTIVE 2- A Changing Market-Share (the Impact of Other  
 Institutions)**

Potential Targets

Strengthen UNM-G Brand

Increase Internships

Native American Studies Certificate

Collaboration with other institutions on 4 year degrees

What makes us Unique? Current/New Programs

Mindset: Collaboration vs. Competition

**OBJECTIVE 3- Practice Good Faith Shared Governance**Potential Targets

Re-create a Staff Assembly/Senate

Follow Policy/ Truth in Advertising

Open/Town Hall Meetings

Accountability/ A Culture of trust: not suspicion

Make Decisions based on: Data, Evidence and Best Practices

**THEME 4- Cultural Vibrancy and Community Engagement****OBJECTIVE 1- Celebrate and Embrace the Diversity of our Student and Community Populations**Potential Targets

Welcome Plaques in all buildings. (different languages by different artists)

UNM-Gallup Lamp-post Signage Flags

Reach out to Campus Experts

**OBJECTIVE 2- Thoughtful Integration of Cultural Traditions into Existing Curricula**Potential Targets

Research and Celebrate who is doing this already

Check in with the Teaching Excellence Committee

**OBJECTIVE 3- Strengthening On and Off Campus Programming**Potential Targets

Encourage all employees to join Local Boards and  
Community Groups

Survey the community to see what their needs  
actually are. Library/Community Leasing/Website/  
Lodger Tax Committee

**OBJECTIVE 4- UNM-Gallup as a "Scholarly Hub."**Potential Targets

Commitment to Technology Excellence  
Scholarly Lecture Series (varied disciplines)