



DISCUSSION
<p>John Zimmerman explained that the last semester was a busy, yet productive one. He said that many projects had started at the faculty senate and he was pleased that there was open discussion about the projects. The administration and faculty senate were working together. He recapped the projects and their progress.</p> <ol style="list-style-type: none"> <li>1. Faculty Senate Budget Review Committee has been restarted. John Zimmerman will serve. He needs two more people to volunteer. This is an important committee because it will give a voice to the faculty in financial decisions.</li> <li>2. Pay raise for full-time faculty has not happened yet. However, John Zimmerman is working with Rick (finance), Dr. Dyer and Ken Roberts on this. The administration is responsive.</li> <li>3. Adjunct Faculty Affairs. John Zimmerman introduced a new adjunct representative, Hank Grizzle. He noted that Kristian Simcox was also in attendance. The former dean asked if the Operations Committee would run the Adjunct Orientation. The orientation was on 1/7/2015 and went very well. Other issues proposed by the adjunct faculty committee are progressing. The adjunct list serve will be updated every semester. There is now one computer and printer in the SSCT adjunct room.             <ul style="list-style-type: none"> <li>• Dr. Dyer offered to call Jim in IT to get more computers put in the room. Matt Mingus updated the adjunct faculty manual with information on where to get keys, how to do syllabi, and other useful information.</li> </ul> </li> <li>4. The issue of adjunct pay is progressing, although no decisions have been made yet.             <ul style="list-style-type: none"> <li>• Dr. Dyer interjected that it is an issue that he and Rick are working on. It is state law that non-reoccurring funds cannot be used for salaries, but perhaps they can modify the rate of per course or give merit pay. He stated that nationwide adjuncts are never paid enough and that is not good.</li> </ul> </li> </ol> <p>Zimmerman closed by saying that this time the agenda is light, but the ones in coming up with have more issues such as summer pay, and the creation of the evaluations for the director and dean. If any faculty have suggestions of other things to discuss, let him know.</p> <ul style="list-style-type: none"> <li>• Dr. Dyer stated that there has been a change in the reporting structure. The directors are not going to be reporting to the President's Office any longer, but now they will report to Dr. Jerry Dominguez. Dr. Dyer would like him to come to talk with the Faculty Senate sometime.</li> </ul>

DISCUSSION
<p>Dr. Dyer thanked the faculty for attending the meeting and asked everyone to encourage non-attending faculty to attend. He emphasized that our campus is stronger with everyone being involved and supporting one another. He stated that his job is to find out what people need and discover how to get it.</p> <p>He stated that they have had a session on tenure and promotion. He proposes a gathering of people who are going up for code 3 and code 6 where they can get together and get advice from one another. Everyone is different and unique in their professional striving, but it can be very helpful to have someone outside your field review your file as it forces you to articulate your points better. It would be an informal gathering</p> <ul style="list-style-type: none"> <li>• John Zimmerman suggested that it is something on which the division chairs could work.</li> </ul> <p>He then talked about experiential education. It is important because it helps graduation and retention rates by keeping students interested and feeling like they are moving forward. The campus used to have more experiential education opportunities. The state is going to start looking at every institution and how well they are doing with graduation and retention rates to determine funding.</p> <p>One program that he is working on is I-Best. It is a way to accelerate the developmental education by combining development with a topic course. He stated that he has had experience with these types of classes and they are very successful. It is also something that the legislature is funding this more and for which UNM-G will lobby.</p> <p>Dr. Dyer reported that he has been working closely with Student Affairs on enrollment. He has found that printed catalogues and schedules are vital to distribute to the schools and chapter houses; the printed copies bring in more students. The Veteran's Center and Child Care Center will also help with enrollment.</p> <p>Finally, at the end of the month, he will be inducted as a new director of the Community College Affiliate Program of the National Council for Science and the Environment (NCSE). He plans to work with other community colleges to make regional collations and promote environmental awareness. For instance UNM-G had a visit on Friday from Zorro the timber wolf. Dr. Dyer wants to promote an Adopt-a-Species program with all community colleges.</p> <p>Rachel Hewett-Beah asked about the contingent that was coming to look at the library space next week. Dr. Dyer said that</p>

he has met with the new Dean of Libraries who had some suggestions about how to use the space. His suggestion was a virtual media and design center. Another idea is to have a curatorial space and program for some museum artifacts that are coming to us.

Dr. Dyer said that he would get the PowerPoint slides from his presentation on Monday out to the faculty soon.

<b>INFORMATION</b>	<b>REPORT FROM THE INTERIM DEAN OF INSTRUCTION</b>	<b>KEN ROBERTS</b>
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Ken Roberts has formed a committee of volunteers to search for the new dean. The committee consists of L.D. Lovett, Irene den Bleyker, Frank Loera, Kennard Van Brott, Wally Feldman, Jeannie Baca, Pamela Stovall, and Lora Stone. It represents people from each division and other people who interface with the dean. If there are no objections, he will send the committee list to Albuquerque. The job description is ready as are the interview questions. They are the same questions as before except for one that Dr. Roberts added, and the questions are weighted differently than before.

- John Zimmerman expressed concern that in the past we have hired deans who were not capable of doing the job. The dean has to evaluate rank & tenure, post tenure reviews & full professor reviews. The dean should be able to handle it.
- Roberts explained that the job description does require at least an associate level professor. The idea behind that is that we could attract a young and dynamic person for the job. Under desired qualifications is that the person is a full professor. Only a full professor can do these types of reviews, and if we hired an associate, he would have to be very dynamic and be ready to go to the full professor rank right away.

Roberts talked about the assessment training he went to this week. There he noticed that about one third of the faculty were using paper instead of taking notes on laptops. He has talked to Jim in IT to see about getting more laptops. If anyone wants to move from a desktop to a laptop, please let him know. Roberts also will be talking to Dr. Dyer on Monday to see about getting further training for the faculty on the assessment input software.

- A faculty member suggested that the training should be videotaped so that those who could not attend would be able to see it later. Roberts thought this was a good idea.

Roberts explained that the phones were still being moved, so the best way to contact him by telephone was to use: 505-206-3711.

Dr. Roberts concluded by sharing three observations:

1. He has new appreciation for the complexity and difficulty of the Executive Director's job. Dr. Dyer is involved with community relations, publicity, finances, planning and more. It is a complicated position.
2. There was an issue about which he had to contact main campus and found that three faculty members had contacted main before him about this problem. It has made the process very tangled and confused, as well as making our campus look unorganized and incompetent. He does not want to discourage communication, but all faculty and staff must follow protocol as much as possible. Faculty members should see the administrator involved directly, but they do have the right to bypass the administrator if a complaint or issue is not addressed in 10 days.
3. Roberts stated that there is a pattern of blaming that has gone on here at the campus. He urged the faculty to solve problems without blaming or having a crisis, working together to get things fixed.

<b>INFORMATION</b>	<b>REPORT FROM STUDENT SERVICES</b>	<b>JEANNIE BACA</b>
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<b>DISCUSSION</b>	
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Jeannie Baca communicated that the enrollment as of a couple of days ago is about 1700; it is a couple hundred lower than last year. Advisors & people from financial aid gave presentations as part of the faculty development week, but they had very low attendance. She realizes that many people were busy, but stressed that the information they want to share is important.

One issue is that of the disenrollment date. In the fall, it impacted many people because any student who owed \$50 or more was disenrolled. This semester that number has been raised to \$200 or more so fewer students will be dropped. Jeannie Baca urged the faculty to double check their rosters regularly to make sure students attending class are enrolled.

Last week Baca sent out an academic dishonesty statement. She hopes faculty will put it in their syllabis it is important message for students. Some student s were referred to her last term who had behavior issues and talking with her seemed to help with student behavior. If anyone has a problem with as student, they may refer that student to her.

Other issues Jeannie Baca is working on include the Veterans Center with Nick Broke Shoulder. She and Nick are working together to get more veterans to attend.

Jeannie Baca and her team will get flyers up next week encouraging students to run for the student senate officer positions. She and Marilee are working on branding the university and distributing more information about us. This includes having banners made that will go to high schools as well as brochures.

Dual credit classes are very important now. She has been working on it a great deal and wants to roll out a plan in next fall. She has been working with Louis Gambill on the making dual credit classes for the early childhood development program. She will be working with the other divisions as well.

One of Jeannie Baca's goals is to get the new catalog out so that it can be distributed to the chapter houses, high schools, and other places. She showed a copy of the Valencia Campus's catalog. She envisions the catalog will have information about the classes and other vital information such as the student code of conduct, the academic dishonesty policy, maps, and contact information. It will be a 2-year catalog; an addendum may be able to be printed for new programs. She will commit this but not to a printed class schedule as the classes change too rapidly.

- One faculty member voiced his opinion that a printed class schedule is good to have as well. He has seen students starting to look at classes for the next term as soon as these come out. The computerized system is not as easy for some to use.
  - Jeannie Baca stated that it is not practical right now although perhaps they could do it in the future.

Jeannie Baca asked if there were other questions.

- One faculty member asked about the larger opening for the new LGBT center and about a community contact.
  - Baca explained that she is meeting with people from the main campus. They will have another opening and have a staff person here soon. She is working on getting a community contact.
- Another faculty member asked about the results of the meeting held that morning for class cancellations.
  - Baca explained that she thought less than 20 classes were cancelled. Several more were on the watch list. They will meet on Friday and examine enrollment for those again. The cut off figure for classes does vary depending on what type of class it is and where it is held.
    - § Bruce Gjeltema stated that only 5 classes in Arts & Sciences were cancelled.

**DISCUSSION/ACTION                      FACULTY SENATE CURRICULA COMMITTEE                      MATT MINGUS/LAURA BLALOCK**

**DISCUSSION**

Matt Mingus explained the committee has approved a new certificate for an IT Health Care program. The committee is done with its work on the program, the only thing needed is for the Faculty Senate to vote.

Laura Blalock explained that this is the 4<sup>th</sup> year that we've been working on a Department of Labor grant to provide training so that people could get jobs in IT and health care. The grant is focused on getting people who are underemployed to transition to better jobs. The program requires 45 credits to get a certificate. It is a collaborative effort between the IT program and the health care program. They expect that the program will be popular among veterans, people with low skills, and people who have lost their jobs due to the exportation of jobs. Classes will include a subject matter expert and an I-Best expert working together. This has been used a lot in Washington state and other places very successfully.

Matt Mingus: **Motion to approve the IT Health Care program.**  
 Seconded: Floyd Kezele  
 Voice Vote – Unanimous  
 Motion Carries: **Yes**

**DISCUSSION/ACTION                      AD HOC FACULTY SENATE INSTRUCTIONAL TECHNOLOGY COMMITTEE                      RACHEL HEWETT-BEAH**

**DISCUSSION**

Rachel Hewett-Beah explained that the committee had met the past Wednesday to discuss issues and go over the survey. Jim attended the meeting. He wants a more focused survey that specifies issues more such as response time. The committee is willing to do the survey, but they do not want to delay action. Jim suggested the Faculty Senate could make a resolution allow a more immediate response. One of the issues about which everyone on the committee has heard complaints is the response times and the lack of administrative privileges. The faculty members are not able to do their jobs while waiting for the IT department to come and do updates. The committee is willing to do another survey, but in the meantime, make the following resolution:

Whereas members of the faculty have suffered significant losses of time and productivity due to the inability of the limited IT staff to update their computers:  
 Whereas efforts to teach and provide up-to-date education to our students are negatively impacted by this inability:  
 Whereas members of the faculty must often use their own personal computers and technology in order to meet their own needs as educators:

Whereas the software to push updates is currently unable to meet the needs of the faculty and will be unable to meet those needs indefinitely:

Whereas members of the faculty are responsible members of the campus community and can be entrusted with the safety of their campus-issued computers:

**We resolve that members of the faculty should have administrative rights over their campus-issued computers, and strongly urge the administration to ensure that these rights will be granted without further delay.**

Seconded: Matt Mingus

Discussion:

- Faculty members expressed their complaints about the IT department; one did not want to change from a desktop to a laptop. Another expressed that his computer does not work well. Still another faculty member stated that he thinks the faculty really need to have administrative privileges on their computers. He went on to say that if they hire us, they should trust us. He also explained that the policy is not universal at main campus.

Rachel Hewett-Beah amended the last sentence to read: "without future delay." She explicated Jim's argument that faculty could get viruses. Her response is that if people get viruses, then the IT department can go in remotely and take the viruses off the computers.

Voice Vote: Unanimous

Motion carries: **Yes**

John Zimmerman said he will make copies of this and take to Dr. Dyer and Jim.

## INFORMATION

## COMMITTEE REPORTS

## VARIOUS

### DISCUSSION

Ethics committee: Smita Rashid provided information about how to bring issues of disagreement between faculty members who are in conflict to the committee. Faculty members should try to work out issues between themselves, then with the division chairs. If these measures are unsuccessful, then the committee should be notified so they can mediate.

Curricula Committee will meet the second and fourth Fridays of every month from 9-10:30. If someone has a course proposal, they can bring it then.

Constitution and Bylaws Committee: no report

Teaching Excellence Committee: Laura Blalock – thanks Matt Mingus for his presentation. The committee will send out a survey of what kind of training that faculty want. They will announce their meeting time as well.

Library Committee: no report

Budget Committee: John Zimmerman – Again, I'll be on the committee; if anyone wants to be on it let him know.

CARC: Robert Gallin – The most important thing is that the assessment plans are due, turn them in soon.

## INFORMATION

## ANNOUNCEMENTS/OTHER

### DISCUSSION

Rachel Hewett-Beah told the faculty about the new library catalogue software that they have. It is not ready for trainings of faculty yet, but it will be soon. In addition, if anyone has suggestions about the library space, they should send their ideas to her or to Matt Mingus.

## ADJOURNMENT

## ACTION

### DISCUSSION

John Zimmerman adjourned the meeting at 2:03

Recorded by: Jocelyn DeHaas, Faculty Senate Secretary on 9 January 2015