



The  
Faculty Assembly Meeting

MINUTES February 17<sup>th</sup>, 2023 12:30 PM ZOOM

MEETING CALLED BY:	Dr. Matt Mingus, Faculty Assembly President
MINUTES ASSEMBLED BY:	Keri Stevenson, Faculty Assembly Secretary
FACULTY ATTENDEES:	Antoinette Abeyta, Lowell Bautista, John Burke, Chris Chavez, Markos Chavez, Neysa Cox, Sonya Damon, Christopher Dyer, Robert Encinio, Jim Fisk, Corine Gonzales, Yi-Wen Huang, Hasani Jayasinghe, Tom Kaus, Carolyn Kuchera, Jacob LaCroix, Carmela Lanza, LD Lovett, Elvira Martin, Aretha Matt, Andrew McFeaters, Matt Mingus, Arun Muthaiyan, Cecille Perales, Kristian Simcox, Chad Smith, Keri Stevenson, and Kristi Wilson.
GUESTS:	None

ACTION APPROVAL OF AGENDA DR. MATT MINGUS

DISCUSSION	
<p><b>I move to approve the agenda with the addition of erasing the PR presentation.</b></p> <p><b>Motion:</b> Christopher Dyer  <b>Seconded:</b> Yes  <b>Discussion:</b> None  <b>Vote:</b> Unanimous  <b>Motion Carried:</b> Yes</p>	

ACTION APPROVAL OF MINUTES DR. MATT MINGUS

DISCUSSION	
<p><b>I move to approve the minutes from the <a href="#">January 13<sup>th</sup>, 2023 UNMG Faculty Assembly meeting.</a></b></p> <p><b>Motion:</b> Carolyn Kuchera  <b>Seconded:</b> Yes  <b>Discussion:</b> None  <b>Vote:</b> Unanimous  <b>Motion Carried:</b> Yes</p>	

INFORMATION PRESIDENT'S REPORT DR. MATT MINGUS

<p><b>Faculty Assembly President Dr. Matt Mingus reported on the following:</b></p>	

Dr. Mingus said the Ops Committee had met with the executive team about the problems in the bookstore. He was pleased to see that the executives all understood their severity and that the disaster could have been prevented. The bulk of the conversation was about how to not let this happen in the future.

The business office admitted that they should do a better job of hiring more people in a timely manner and that not doing so had contributed to the problem. They were discussing restructuring the bookstore. There was a possibility the campus would take on a corporate partner, like Barnes and Noble or the Albuquerque bookstore; this was what the Taos branch had done. The Ops Committee and the admin team had also discussed the problems with ordering books. Rather than have faculty submit individual book orders, it might become part of the division chair's job to collect the information and liaise with the bookstore. The executive team said they would try better in the future; they had hired a new manager and said similar problems would not happen for the summer or fall.

The next topic the Ops Committee had discussed with the executive team concerned the CAL. The executives were aware of the current and ongoing problems with the center, and there were current job postings for an Education Specialist and two senior tutor positions. The admin team had talked about combining TRIO with CAL, and perhaps having a single director over both of these programs. 50% of that director's paycheck would be funded by TRIO and 50% by the university. This might make it easier to have those tutoring centers operate in the way that would most benefit faculty and students.

Dr. Mingus then spoke about Assembly elections. Starting the next week, Professor Chad Smith would open a call for nominations for Assembly officers, including the President, VP, Secretary, and Ops Committee members. The Nominations Committee and one Senator position would be up for re-election as well. Senators served for a two-year term so the terms could be staggered. Dr. Mingus had spoken with Professor Smith and the Opinio team in Albuquerque, and the current dates for the election were set for Mar. 31—Apr. 14<sup>th</sup>. If they couldn't achieve those exact dates, it would still be a two-week-long election.

Finally, Dr. Mingus spoke about the March Assembly meeting, which would be long, with the delayed PR presentation by Mr. Richard Reyes, and Dr. Sabrina Ezzell reporting on the legislative session. March would also be Dr. Mingus's last meeting as President. There would be cheese enchiladas for in-person attendees.

One faculty member asked about the date for the March meeting, and Dr. Mingus said it would be on the 24<sup>th</sup>, the Friday after Spring Break.

The next question was if the library could still scan books for students who might be missing books due to the problems in the bookstore. The response was that they could scan up to 10% of the book, and this was legal for educational use.

One faculty member asked if there had been any conversation about offering better book services for online students. Students who might be at other campuses but attending online could not obtain the books from the UNM-Gallup bookstore. It would benefit those students if orders could be submitted to the Albuquerque bookstore instead. In the past, they had been encouraged not to use online vendors, but that had been the recommendation to handle the current problem. Dr. Mingus said that he had spoken to Director Jayme McMahan about this in the past, and she had been aware because of student complaints. That would be an argument for going under the umbrella of the larger bookstore.

The final question was whether partnering with the Albuquerque bookstore meant the books would be available for students in both the bookstore there and the one in Gallup. Dr. Mingus said that this was

potentially true, because any books ordered would be in the same system. He was not sure how the Taos bookstore worked with this issue.

<b>INFORMATION</b>	<b>BASIC NEEDS SURVEY</b>	<b>DR. MATT MINGUS</b>
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Dr. Mingus spoke about the importance of the Basic Needs survey being run from Albuquerque's campus and said that even though some faculty had taken the survey already, he would put the link in the chat so that those who had not could complete it. He would allow ten minutes to take the survey, and those who had taken it could do something else until 12:53 PM.

On the return, Dr. Mingus asked faculty to encourage students to take the survey. Data obtained from it would show how many students needed money for food and housing from the legislature.

<b>INFORMATION</b>	<b>COMMITTEE REPORTS</b>	<b>COMMITTEE CHAIRS</b>
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<b>DISCUSSION</b>		
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**Dr. Mingus asked for committee reports:**

**UNMG Senator to ABQ:** Dr. John Burke said that the January Faculty Senate meeting had first talked about budgetary concerns. They were discussing a 5% salary increase for UNM employees, but funded at 80% by the legislature, so campuses would have to make up the other 20%. There had also been a discussion about what information is stored in faculty personnel files, and whether faculty had the ability to ask for deletions. The Board of Regents had not approved the revised policy, and so it was back in the Faculty Senate's hands. The faculty discipline policy was connected to this one. Several new courses had also been approved in subjects such as Architecture, Physics, Healthcare, and Education. Since these were 1000/2000 level courses, they could be taught at UNM-Gallup.

Dr. Burke also commented on the Basic Needs survey. 40% of students had said they were having problems with food insecurity in the past, and Dr. Aretha Matt had sent out a link about it.

The revisions to F100, the branch campus teaching load policy, had failed due to a lack of voting quorum. The Branch Community College Council would be working on this policy.

**Budget Review Committee:** No report was given as the chair was not present.

**Committee on Teaching Excellence:** Professor Chad Smith, the chair, said that there was a survey out to try and set up a meeting date for the committee members. They planned to get going very soon.

**Constitution and By-Laws Committee:** Dr. Keri Stevenson, the chair, said the committee had last met just after Thanksgiving and did not plan to meet recently as no one had told her of any proposed revisions to the constitution and by-laws. Those who did have ideas for them should contact her.

**CARC:** Professor Lowell Bautista, the chair, said that current reports were being uploaded, and CARC had received 12 submissions for assessments. There were assessment plans from B&AT, and the committee was reviewing the degrees in Business Administration and Welding Technology. In EHHS, they had received nine submissions, among them the Certificate in Nursing Assistant, the A.S. in Nursing, the Certificate in EMS, and the Certificate in EMS Basic. The A.S. in Medical Laboratory Technology and the Certificate in Dental Assisting were also up for review, along with the Associates for Secondary Teaching and Elementary Teaching. From FAHSS, they had received the review of the

A.A. in Liberal Arts program. No submissions had been received from the Math and Physical and Natural Sciences division.

Professor Bautista concluded that the committee would ask for the missing assessment reports. They would also try to have sessions on building SLO's and spreading knowledge of how they could be useful.

**Curricula Committee:** This committee gave no report.

**Library Committee:** Dr. Andrew McFeaters, the chair, said that there had been a meeting earlier that day. Professor Markos Chavez had done a good job on adding more events at the library, and a children's section. He was also working on a Teaching Resource Center with Dr. Tracy Lassiter. There would be more upcoming talks and events, and they would try to vary the schedule, as McKinley Academy students could not attend evening events. A revision was also planned for the library website.

**Strategic Planning Committee:** Dr. Burke said that the campus-wide strategic plan had not been touched since the fall semester. This was partially because Dr. Ezzell had been tied up with the 60-day legislative session. The committee was planning to look at office space, since this might become an issue with the number of open offices as compared to new hires.

**Distance Learning Committee:** Dr. Carmela Lanza, the chair, said the committee had met in February and was working on the first draft of a revised online teaching evaluation. Dr. Lassiter had created it, and the DLC was providing feedback. They had planned to present the draft at the March Assembly meeting, but Dr. Lanza was worried about time limits in the March meeting. Dr. Mingus assured her that it would not be a problem.

**Adjunct Faculty Affairs Committee:** Professor Kristi Wilson, the chair, said that the committee had met the week before, although with some problems due to members' conflicting schedules. They had been planning to meet with Frank Sanchez and Eric Castillo from IT, but were not able to because of the snow. They had sent out a survey to all the adjunct faculty members, and asked if they needed a laptop, if they were provided with one, or if they had questions and concerns about IT in general. They had received about 7 responses, including a few who needed a laptop. Other adjuncts had said they had personal laptops. Mr. Castillo and Mr. Sanchez were great to work with virtually, Professor Wilson said, although the committee would also like to work with them in person. They needed to figure out a meeting time, and come up with a new policy to make checking out a laptop more accessible to adjunct faculty. The current policy was that it could only be checked out for a day, and that was not truly accessible, as Professor Wilson saw it. Adjuncts needed laptops that could be checked out all semester, and they would have to make sure they could be returned in the same semester. A handful of laptops in really good condition would be enough. Professor Wilson added that as the committee continued to have trouble finding a common meeting time, they might have two meetings, with half the committee present at each one, and also have discussions by email.

**UA-UNM, Faculty Union:** Dr. Stevenson, the union VP, asked for faculty to sign the petition for HB 417, which the union was supporting. This bill would guarantee a \$52,000-a-year minimum for adjunct faculty working full-time, with portions of the money to be allocated for those teaching fewer classes. Dr. Mingus put the link to the petition in the chat. Dr. Stevenson also urged adjunct faculty to send pictures and quotes to the union if the bill would make a difference for them.

**INFORMATION**

**ANNOUNCEMENTS**

**VARIOUS**

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Dr. Lanza announced the publication of the 2022 issue of the *Red Mesa Review* on the UNM-Gallup website. There had been a few community members and students as well as faculty contributions published in the journal, including one writer from UNM-Valencia. Dr. Lanza was working with the UNM Copy Center to create physical copies. The journal was also open for submissions for the 2023 issue, with a deadline of April 1<sup>st</sup>. Dr. Lanza asked faculty to encourage students to submit their work and said faculty could do so as well. There will be a reading and celebration on one evening in April, coordinated with the help of Professor Markos Chavez.

An Assembly member asked if there were any flyers with the submission deadline. Dr. Lanza said that she had met with Mr. Reyes, and he would create and send a flyer by email. They would be shared with the community and faculty could send it by email to their students or print it out. There would also be flyers for the celebration. This would be an open mic hybrid meeting, with some people who had published in the issue reading. Dr. Yi-Wen Huang would be the host.

Another faculty member asked if a physical copy of the printed issue could be put in a faculty member's office. Dr. Lanza responded that the physical copies would be sent to campus and handled by Dr. Stevenson, but Dr. Lanza could mail one to Dr. Dyer.

Dr. Carolyn Kuchera announced there would be a panel presentation with the Kiva Club honoring the Indigenous activism of Larry Casuse. This would take place on Thursday, Mar. 2<sup>nd</sup>, in the Calvin Hall auditorium, from 5-7 PM.

Dr. Kuchera continued to say that on Friday, Mar. 3<sup>rd</sup>, there would be a Young Writers' Conference for students held at the Zollinger Library, and attendees could register through the public library website or their school websites. There would be workshops at the conference run by UNM-Gallup professors.

Professor Markos Chavez reminded Assembly members that the library was there to help students and faculty, especially by means of events like the Young Writers' Conference. They were not there to make money, and could help students make copies if they did not have the money to do so themselves.

Dr. Mingus said that on March 8<sup>th</sup>, also at the library, there would be a Women's History Month event, with AAUW sponsorship. The presenter would be talking about pay strategies.

Professor Cecille Perales announced that there was an active shooter training going on in the Nursing Careers Center that afternoon, with seven spots still available. Walk-ins were welcome to attend.

**ACTION ITEM**

**ADJOURNMENT**

<b>I move to adjourn.</b>	
<b>Motion:</b> Christopher Dyer	
<b>Seconded:</b> Yes	
<b>Vote:</b> Unanimous	
<b>Motion Carried:</b> Yes	
<b>Meeting adjourned at 1:17 PM, by Faculty Assembly President Dr. Matt Mingus.</b>	
<b>Recorded by:</b> Keri Stevenson, Faculty Assembly Secretary, on February 17 <sup>th</sup> , 2023	