



Carmela Lanza, Professor Sonya Damon, and Professor Chris Chavez. Dr. Sarah Llanque-White was running for Senator. Professors Chad Smith and Neysa Cox were standing for election as members of the Nominations Committee. Dr. Andrew McFeaters was running for Secretary, and Dr. Keri Stevenson would run for President.

Dr. Mingus then moved on to the topic of the laptop refresh. This particular year, there were an inordinate number of laptops to be replaced, so they would not all be done at once, but staggered. Printers/copiers were being replaced, as they would be every five years, but they were leased from Xerox, which would be responsible for the replacement.

UNM-Gallup was applying to be recognized as a minority-serving institution, Dr. Mingus added. This would allow the campus to also apply for federal grants, around a million dollars' worth. Dr. Ezzell was in charge of moving the process forward.

The internal, branch-specific search for the Dean was moving forward, and the final application date was Monday. Student Affairs Director Jayme McMahan was chairing the search committee. There would be a faculty town hall for each candidate, and also town halls for staff and students.

Dr. Mingus then described other important news. The legislative session would fund 80% for a 5-6% compensation increase for UNM employees; the campuses would need to find the other 20%. UNM-Gallup was also partnering with the early childhood education program and the local schools to create an on-campus daycare. Dr. Mingus estimated the daycare would have around 38 placements. The children of faculty and staff would have first consideration. As well, there was a partnership forming with the GMCS district for the gym, to try and have it open on a more regular basis.

Dr. Mingus thanked the Senators, the Ops Committee, and Dr. Stone, the Curricula Committee chair, for their work in the past academic year. He thanked faculty for their committee service as well.

| INFORMATION  | PR PRESENTATION | MR. RICHARD REYES |
|--|-----------------|-------------------|
| This presentation was canceled due to Mr. Reyes's illness. |                 |                   |

| DISCUSSION ITEM  | DISTANCE LEARNING COMMITTEE PRESENTATION | PROFESSOR JONATHAN LUMIBAO |
|--|--|----------------------------|
| <p>Professor Jonathan Lumibao came up to present the DLC's revision of the online class evaluation tool. He hoped that everyone had had time to see the document, which he shared on the screen. This was the form that the DLC had adopted for evaluation of online courses. They had looked at different online tools being employed by the other UNM branch campuses, and had based this form on those. The other branch campuses had variations between their online tools; some of them were very long and detailed. The new evaluation the DLC had come up with had focused on what exactly they needed to be evaluating online classes.</p> <p>It was also based on the peer evaluation for face-to-face courses, Professor Lumibao said. Everyone in the faculty had been more familiar with that, and it was shorter than some of the others the committee had looked at. Their revised form had ended up with a total of 5 pages. They had divided it into parts, with part 1 looking at modality, what kind of assignments or lectures the online course used, and what the SLO's were. They had incorporated RASI training concepts into the evaluation as well.</p> |  |                            |

Professor Lumibao added that the evaluation's questions were based on the other tools they had looked at. They concerned topics such as course design and layout, content, etc., followed by the post-observation discussion. Professor Lumibao stated that the form had left places to suggest improvements or missing components as well as for evaluation.

Dr. Tracy Lassiter added that the description at the top of the document stated that there should be a chance for the online instructor to meet with the evaluator and highlight aspects of the online class they wanted to showcase. This could be special modules, PowerPoints, etc. Also, RASI concepts were important because RASI was the federal training, and some of UNM-Gallup's federal funding depended on including the training.

Various faculty thanked the committee and especially Dr. Lassiter for working on the form, and Dr. Dyer stated that he was willing to evaluate summer online classes.

**I move to approve the online evaluation tool.**

**Motion:** Carolyn Kuchera

**Seconded:** Yes

**Vote:** Unanimous

**Motion Carried:** Yes

| ACTION ITEM   | CURRICULA COMMITTEE | DR. LORA STONE   |             |                   |                  |            |  |  |
|---|---------------------|------------------|-------------|-------------------|------------------|------------|--|--|
| <p>Dr. Lora Stone, the chair, said that there were two Form C's for the Assembly to approve. One would establish a Certificate in Phlebotomy Technician, a program adopted from UNM-Valencia. The second vote would be for a Certificate in General Education, a new program at UNM-Gallup.</p> <p><b>I make the motion to approve the Form C in Phlebotomy Technician.</b></p> <p><b>Motion:</b> Christopher Dyer<br/> <b>Seconded:</b> Yes<br/> <b>Vote:</b> Unanimous<br/> <b>Motion Carried:</b> Yes</p> <p>Dr. Stone added that the second certificate would allow students to take the 31 credit hours in General Ed, the New Mexico state core, and was partially for students who might not complete the Associate's.</p> <p><b>I make the motion to approve the Certificate.</b></p> <p><b>Motion:</b> Kristi Wilson<br/> <b>Seconded:</b> Yes<br/> <b>Vote:</b> Unanimous<br/> <b>Motion Carried:</b> Yes</p> |                     |                  |             |                   |                  |            |  |  |
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| DISCUSSION  |                     |                  |             |                   |                  |            |  |  |

**Dr. Mingus asked for committee reports:**

**UNMG Senator to ABQ:** Dr. Aretha Matt said that the Branch Community College Council had written a resolution to be added to the Faculty Senate meeting agenda. The resolution was to codify the 24-credit-hour workload academic year at all the branches. At the moment, only Gallup and Taos had it; the Los Alamos and Valencia branches were at 30 and 27 credit hours per year respectively.

**Budget Review Committee:** This committee had nothing to report.

**Committee on Teaching Excellence:** This committee also had no report.

**Constitution and By-Laws Committee:** Dr. Keri Stevenson, the chair, said the committee had not met recently, but would need a new chair, as she was stepping down to become Faculty Assembly President. It would also need a third member, and any of the three members could become chair.

**CARC:** This committee had no report to give.

**Curricula Committee:** Dr. Stone had no additional information to report on.

**Library Committee:** Dr. McFeaters, the chair, said the committee had had a meeting that day. The library now had a scanner for students and faculty that could be used for textbook copying and other services. They had also acquired video equipment so that students could do video projects for their courses. The library would record the talks given there so that students could watch them later if they couldn't attend. Because of the interruptions due to snow, some Z-talks had been canceled and the schedule disrupted. In the future, the library was hoping to draw community members and students in to give their own Z-talks.

**Strategic Planning Committee:** There were five major workgroups meeting, Dr. Burke said, ones for Student Support, Fund/Resource Management with HR, Community Engagement, DEI, and Campus Culture. Most recently, he had attended the Fund and Resources committee and said that they had chosen the goal of building a sustainable relationship with the community. They also wanted to build a calendar for the 2025 budget. The calendar would allow input for hiring decisions and would be a sharded resource that anyone could access.

The workgroups would aim to have the gym become revenue-generating in five years and diversify the campus revenues through grants. There were other grants than those already being applied for that Dr. Burke thought relevant. The strategic plan was also trying to help grow the community education and continuing education program and form legislative partnerships. These would involve working with certain legislators to try and get certain concessions.

Dr. Dyer said that he was working on two major grants that could involve students and faculty at UNM-Gallup. One was the Grand Challenge for Disaster Resilience, and another was for the National Institutes for Health, on how health was affected by climate change. He thought both stood a good chance of being funded, and he would engage students at the UNM-Gallup campus, in Zuni, and possibly at Navajo Tech to be interns.

**Distance Learning Committee:** They had had their March meeting, Dr. Carmela Lanza said, a productive one where they had spent time planning for the Faculty Assembly presentation and talked about future plans.

**Adjunct Faculty Affairs Committee:** Professor Wilson said that the committee had met last month, and in regards to their collaboration with IT, they had tried to figure out if they could change the current adjunct laptop checkout policy to extend for an entire semester. However, they had been told that it was not feasible. Mr. Eric Castillo said that the current laptops available to be checked out were all older, and that meant that they needed to be more consistently maintained and updated than an entire semester's checkout would allow for. In addition, IT controlled no funds for the computers to purchase more for adjuncts, and doing so would set up a precedent that would be a problem because they would not have enough money or computers for everyone. They believed that getting laptops returned would also be a problem.

Professor Wilson acknowledged that this was a disappointment, but the committee had gone to the Dean directly to ask for funding for two new laptops. Professor Wilson had met with him, but the Dean said, after meeting with others, that that would not be a possibility, either. If faculty members had ideas that could possibly provide adjuncts with computers, she asked them to contact her. However, out of 25 adjunct faculty members, many had responded to a survey sent by the committee and said that their technology was all right. Only two had indicated they needed laptops. The committee would meet next month, but Professor Wilson wanted to open it up to the Assembly to ask if they had ideas to obtain laptops or laptop funding.

One suggestion was about whether the Assembly could ask for funds to purchase two new laptops. Another faculty member suggested that a company in town could probably sell the college some refurbished computers. Professor Wilson said she would report on these suggestions to the committee. The committee could perhaps design a card like a green card used for a key request that would allow adjuncts to take out a laptop. These laptops would still be kept at IT, however.

One faculty member asked about old faculty laptops that were being replaced. Professor Wilson replied that because of those devices' age, they would require much more maintenance and updates. That was one reason the committee had wanted to purchase new laptops. But they would still run into the 24-hour policy limit.

Various questions followed about the replacement of faculty laptops and whether the current limit for checkout was indeed 24 hours. Mr. Frank Sanchez, who was in attendance, clarified that when the computers faculty had got old enough to be replaced, they would slow down. Using refurbished computers was also impossible, because they had to be built carefully to function on the UNM network. This was an issue of security.

Mr. Sanchez added that they were currently repurposing old computers for adjunct use, but they only had a few. Giving them away to adjuncts meant full-time faculty could not use them if they needed to, so the 24-hour policy made sense, as IT needed them back right away. A few computers in the last few months had been completely compromised.

An Assembly member asked Mr. Sanchez why two more laptops could not be added to the current ordering process. Mr. Sanchez said that, while IT did not have a problem with this, they also did not have the money or power to do so. In response to a question about whether the money came from technology fees, Mr. Sanchez said it did not; rather, the budget was earmarked for specific people. In the case of a new hire, their division would be the one purchasing the new computer.

Mr. Sanchez suggested that faculty members remind the division heads of how many adjuncts they employed and the need to show appreciation for them. Faculty members might also engage the Staff Council in ways to give laptops to adjuncts and otherwise show appreciation for their work.

Dr. Mingus asked if there were other avenues that could be explored informally before the next meeting, and if Faculty Assembly could pass a resolution to support laptops for adjuncts. Professor Wilson said waiting until next month would be a good idea.

**UA-UNM, Faculty Union:** Dr. Stevenson, the union rep, said that HB 417, meant to give full-time adjuncts a living wage of \$52,000 a year and part-time adjuncts pro-rated portions of that, had failed. However, bargaining compensation with the admin team was set to begin soon, and the union would invite any members who wanted to join in.

**INFORMATION**

**ANNOUNCEMENTS**

**VARIOUS**

Professor Jacob LaCroix said the Safety Committee had been able to schedule some ALICE, or active shooter, trainings, for those who wanted to attend. They would take place in 1124 Gurley Hall, from 2:30 to 4:30 PM, that afternoon and the afternoon of Friday the 21<sup>st</sup>.

Professor LaCroix had also asked Mr. Richard Reyes to email the Safety Committee minutes to people so that everyone would know their topics of discussion. If someone had a safety concern, then he asked people to email members. They would put up a list of building coordinators that had area emergency plans. If someone did not know who their building coordinator was, they could email the committee or Professor LaCroix. The committee had seven members currently, but they were looking for more representation from staff and students. Professor Sonya Damon had also sent out announcements for CPR classes that she was teaching. Professor LaCroix then answered questions, confirming the placement of first aid kits and AED's in each building, with three for Gurley Hall because of its size. In response to a question about Narcan in the kits, he said that all medication had been removed because of liability concerns.

Professor Markos Chavez announced that since Mr. Reyes was not present, he would mention that there would be a program at the library on wellness and gaming. There would be a flyer coming out soon, and there would be two presentations, one on Tuesday the 11<sup>th</sup>, in the evening, and then on Wednesday, Apr. 12<sup>th</sup>, at noon. The presentations would talk about using phone apps and games to encourage physical activity.

Professor Chavez also talked about the Bowl for Kids event for the Big Brothers, Big Sisters organization; the staff had already formed a team. He urged faculty to put on a team for the April event, which he was already organizing, but which needed four other members. The theme was the Harry Potter series, and team members were welcome to dress up.

Dr. Christopher Dyer announced that he had sent out a flyer about an opportunity to publish in a volume themed around anthropological perspectives on disaster. He was trying to get multidisciplinary voices, so he welcomed contributions from other fields, including literature.

Dr. Stephen Buggie announced that his retirement had happened six years ago, but he had maintained contact with the college. The A. A. in Psychology had been abolished that same year. Dr. Buggie reminisced on past students who had gone through that program; some had also gone to a summer program called American Indians in Psychology and had earned Ph.D. degrees. Another student was currently completing her Ph.D. One of these students had become a clinical therapist at the local hospital.

Professor Wilson invited people to the Ingham Chapman Gallery where Eric-Paul Riege had a show; he was a former student and had graduated from UNM-Albuquerque. The show would be up until April 7<sup>th</sup>. Professor Wilson also mentioned that she had recently placed some new work at a show called Big Softies in Pennsylvania, and that she would give a lecture about it at the Old School Gallery.

Dr. Yi-Wen Huang said that the *Red Mesa Review* had published a new issue and would host a celebration/reading in the library at 5:30 PM on April 6<sup>th</sup>. All contributors were invited to participate; there would also be an open mic where anyone could read. She asked faculty to encourage their students to attend the hybrid event. They planned to send out a flyer out the celebration. She thanked Professor Markos Chavez for helping, and added that free drinks and food would be provided.

Professor Damon announced that 1-40 would be closed from exit 16 to exit 44 on the nights of the 27<sup>th</sup> and the 28<sup>th</sup>, from 9 PM-6 AM. She also asked for faculty to encourage students to attend EMS info sessions.

**ACTION ITEM**

**ADJOURNMENT**

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| <b>I move to adjourn.</b>  |  |
| <b>Motion:</b> Robert Encinio  |  |
| <b>Seconded:</b> Yes   |  |
| <b>Vote:</b> Unanimous   |  |
| <b>Motion Carried:</b> Yes   |  |
| <b>Meeting adjourned at 1:32 PM, by Faculty Assembly President Dr. Matt Mingus.</b>              |  |
| <b>Recorded by:</b> Keri Stevenson, Faculty Assembly Secretary, on March 24 <sup>th</sup> , 2023 |  |