



**The
Faculty Assembly Meeting**

MINUTES

October 20, 2023 12:30 PM ZOOM

MEETING CALLED BY:	Dr. Keri Stevenson, Faculty Assembly President
MINUTES ASSEMBLED BY:	Andrew McFeaters, Faculty Assembly Secretary
FACULTY ATTENDEES:	John Burke, Neysa Cox, Chris Chavez, Markos Chavez, Sonya Damon, Christopher Dyer, Robert Encinio, Yi-Wen Huang, Hasani Jayasinghe, Joe Kee, Carolyn Kuchera, Jacob LaCroix, Sarah Llanque-White, LD Lovett, Jonathan Lumibao, Elvira Martin, Aretha Matt, Andrew McFeaters, Arun Muthaiyan, Kristian Simcox, Keri Stevenson, Kristi Wilson, Gayle Woodcock.
GUESTS:	Dean John Zimmerman

ACTION APPROVAL OF AGENDA DR. KERI STEVENSON

DISCUSSION	
Move to approve the revised agenda. (Director Jayme McMahon won't be presenting.)	
Motion: Dr. Carolyn Kuchera	
Seconded: Yes	
Discussion: None	
Vote: Unanimous	
Motion Carried: Yes	

ACTION APPROVAL OF MINUTES DR. KERI STEVENSON

DISCUSSION	
Move to approve the minutes from the September 15, 2023 UNMG Faculty Assembly meeting.	
Motion: Professor Kristi Wilson	
Seconded: Yes	
Discussion: None	
Vote: Unanimous	
Motion Carried: Yes	

INFORMATION**PRESIDENT'S REPORT****DR. KERI STEVENSON**

Dr. Keri Stevenson begins the report by mentioning that there have been two College Council meetings. The Operations Committee met with the Executive Team on October 6th. The first update is that there is a mentoring program being established through the Diversity-Equity-and-Inclusion Taskforce group to welcome new faculty and staff. Thus far Professor Lovett has four volunteers to act as mentors. He will put out a call for more mentors. Dr. Stevenson asks if Professor Lovett would like to add anything.

Professor LD Lovett: The mentoring program is an extension of the campus culture that we're trying to create as a whole. The goal is to create a place where people feel a sense of belonging. We're looking to match the new employees to mentors. This is a friendship program, very unofficial and not to be confused with the tenure process. Part of the purpose is to support employee retention. There eventually will be a meet-and-greet as part of the program. In our next meeting we shall discuss the rules and responsibilities.

Dr. Stevenson thanks Professor Lovett for leading the program. Dr. Stevenson then mentions that we have a settled schedule for the professional development trainings. On the 3rd of November, around 1PM, there will be a Zoom training for Counseling, Assistance, and Referral Services and the OMBUD office from Albuquerque. That will hopefully give some people ideas about how to handle mental health issues. Counseling is available, through Zoom, for faculty. This is available for other UNM-Gallup employees as well. We are limited to a specific number of sessions, but we are trying to get some other resources on campus--including, hopefully, an in-person counselor. On November 17th, there will be a training session for managers and supervisors called the Employee Lifecycle. That will occur for the full day. Finally, there will be trainings set up for the spring as well. Hopefully there will be a set training schedule in place before the fall of 2024, allowing everyone to make choices ahead of time. Dr. Stevenson then asks if Dean Zimmerman would like to add anything.

Dean John Zimmerman: You covered most of it. The CARS/OMBUDS training is for everyone--for all faculty and staff--and so it's being made available on Zoom. OMBUDS might also talk about work-life balance issues. There should be plenty of time for questions at the end. Then the training for managers and supervisors, which hasn't taken place here for some time, wasn't always available for chairs and directors, but now it will be available to them. The first session, the Employee Lifecycle, deals with on-boarding, performance reviews, coaching, managing, and even when employees leave the institution. Next semester, we shall have a preset schedule. Then, for the 2024-2025 academic year, we'll provide a calendar of sessions for the entire year during Kick-Off Week. That way everyone can plan ahead. Campus PR will make announcements.

Dr. Stevenson thanks Dean Zimmerman. Moving on, Dr. Stevenson mentions that UNM-Gallup has received 2.9 million dollars from the Native American Serving Non-Tribal Institutions Grant. We thank Chancellor Ezzell, Dr. Matt, and everyone else who helped us get that grant. Among other things, the grant will fund a Native American Student Center. Dr. Ezzell has reached out to the liaison at HED to discuss ways in which we can secure recurring money to fund the center after the grant runs out. Hopefully we'll see progress there.

UNM-Gallup is working towards hiring senior tutors at the Center for Academic Learning. Dr. Aretha Matt and Dr. Stevenson are on that hiring committee. We have identified candidates for interviews. Hopefully we'll have two senior tutors on staff by the end of the fall or the beginning of the spring. Then there would be more hours of operation. We are looking for diverse skills--math, science, and so on. The hiring process is ongoing.

Chancellor Ezzell is in discussion with the independent community college and the four-year college consortium and the community college groups to set up a unified list of legislative priorities. That way there is a unified message of what we all want. That might improve funding results.

Finally, everyone has probably received the link to the Strategic Planning Survey. Please take that survey. We need to know what stakeholders (faculty, staff, community members, and students) think is important. The survey lists the five pillars that were identified as important for the strategic plan. Dr. Stevenson asks Dean Zimmerman if he has anything to add.

Dean Zimmerman: We need feedback from our constituent groups. Student Affairs will be incentivizing the survey for students. We also would appreciate if faculty took time for students to fill out the survey in class. We are developing a calendar for face-to-face listening sessions and online listening sessions where there could be more interactive discussion. EOD will be there to facilitate the sessions. These will take place in November. As soon as we know the dates, we'll get them out to everyone.

Dr. Aretha Matt: I would suggest that another link be sent out to remind people of the survey.

Dr. Stevenson resumes, asking if anyone has questions about any of the issues raised in her President's Report.

Dr. Matt: Is the Dean open to faculty presentations that include our community. I wanted to present one on Native American students--just an overview of who our Native students are.

Dean Zimmerman: Absolutely. Let us know when you want to do that. It doesn't have to go through the Executive Team. That could be incorporated into a Kick-Off Week. If there is a better time, let us know. Go for it.

Dr. Stevenson resumes, mentioning that, although Director McMahon wasn't able to attend, the director wants to point out to everyone that the student grievance and student disciplinary procedures have now been separated, which will hopefully make the processes clearer for everyone. The structure has been streamlined. The Faculty Committee on Student Affairs has been eliminated, since it make the process more confusing. Dr. Stevenson mentions that she is happy to pass along questions that anyone might have for Director McMahon.

Dr. Stevenson asks if the Curricula Committee has anything to present. There is no response.

INFORMATION

COMMITTEE REPORTS

COMMITTEE CHAIRS

Dr. Stevenson asks for committee reports:

UNMG Senator to ABQ: Dr. John Burke mentions that one of the key items mentioned in President Stokes' report is the book program for tenured and promoted faculty so that books can be made part of the permanent collection. If anyone was promoted recently, be sure to take advantage of that. Also, the Office of the President is now hosting a biweekly podcast. The most recent one was on AI. UNM is also working on the legislative priorities. It's a thirty-day session this year. They are looking at taking advantage of one-time financial opportunities. Provost Holloway's report included an issue about students' losing lottery and opportunity scholarships. The data was compelling. Roughly one-third of

first-year students lose access to those scholarships after the first semester. The main reason for that is they are unable to complete fifteen credit hours. That dramatically influences a student's ability to complete coursework. The assumption that is built into those, the Provost pointed out, is that faculty can help students make good decisions earlier in the semester--by having grades current. So if the student seems to be in trouble, the faculty member can play a role in helping that student make better decisions. The other issue is that those scholarships assume a four-year completion plan. That doesn't always happen. Although that relates to four-year institutions, we can relate that to two-year plans. Finally, the Provost also presented on how the dollars are broken down for promotion and retention for the one-time moneys that came through. It breaks it down for the branches as well. The Branch Community College Council Meeting was held earlier this month. Similar topics were discussed, one of which was last-day add. The question was raised as to whether we are doing students a favor in adding them three weeks into a semester. Also, are we doing them a favor in allowing them to drop in the last week of a semester? If anyone has any questions, please share them with Dr. Burke or Dr. Sarah Llanque-White.

Dr. Dyer: Do we track that specifically with our ARC? Do we know how many of our initial scholarships students end up dropping out?

Dr. Stevenson: We are considering asking Shana Arviso to present on ARC at our November meeting.

Budget Review Committee: Dr. Sarah Llanque-White mentions that she is willing to be a cochair if someone else can help hold the meetings. Can faculty qualify as a cochair? Someone might be interested.

Dr. Stevenson agrees to meet Dr. Llanque-White to discuss the issue later.

Committee on Teaching Excellence: No report.

Constitution and By-Laws Committee: Professor Joe Kee mentions that they met this week. They will be waiting for anything that comes before them.

Dr. Stevenson reminds everyone that if anyone wants to change the bylaws, it is necessary to handle that at two meetings. The very latest that that could be done is the February meeting in order to make changes this academic year.

CARC: No report.

Curricula Committee: Professor Markos Chavez mentions that they met earlier today and that two reviews were passed. I'm not sure we can vote on that now. We had a review for an AS in science. We looked it over, made some minor changes, and approved it.

Dr. Stevenson asks for a motion from the assembly to approve the change.

(Dr. Dyer makes the motion; Dr Llanque-White seconds the motion.)
(Unanimous approval passed.)

Professor Chavez mentions that the other program review was a certificate in dental assisting.

Dr. Stevenson asks for a motion from the assembly to approve the change.

(Dr Dyer makes the motion; Dr Llanque-White seconds the motion.)

(Unanimous approval passed.)

Library Committee: Dr. Kristian Simcox mentions that they met earlier this month for updates and to establish priorities for the year. We began by thanking Professor Stevens for her Z-Talk on vaccines at the library. We have an upcoming talk next Friday, on October 27th, in which author Tamsin Silver will discuss her work. It will be at 1PM. We are always looking for more speakers for the Z-Talks. Interested faculty should reach out to the committee. We also talked about increasing access and availability to technology resources at the library. Finally, Halloween will be a big day at the library. Come to the library to enjoy the holliday.

Strategic Planning Committee: Dr. Carolyn Kuchera volunteers to take the position of chair.

Distance Learning Committee: Dr. Christopher Dyer mentions that the committee has met twice. They've been talking broadly on issues of distance learning and online education. We're really dealing with a shortage of data. We have divided the committee into three groups, and we have proposed that that create three surveys in the next three or four months. The surveys would focus on three distinct groups: faculty, students, and the community. The surveys would probe the usefulness of online learning. If anyone has a new class that she or he wants to teach online, that person would have to be certified. That's what we're up to.

Dr. Stevenson mentions that there were rumors going around that Albuquerque is going to discontinue online courses on our branch, but those rumors are false.

Dr. Dyer emphasizes the value of distance learning in world where crises like COVID-19 take place.

Adjunct Faculty Affairs Committee: Professor Kristi Wilson mentions that they met. The committee prioritized three ideas upon which to focus: The first priority is that we need to recognize adjunct service. This is an issue of inclusion and appreciation.

UA-UNM, Faculty Union: Dr. Stevenson points out that the union worked on getting the administration to clarify where it was spending the 2.08 million. We were told that it would be spent on faculty retention, but not specifics were offered. The union wanted more clarity on that. The email that went out today itemized the distribution of funds. The branch campuses received some of that money. Also, our general membership is coming up on October 25th. The meeting will be on Zoom. They would like if UNM-Gallup to hold its own listening session.

INFORMATION

ANNOUNCEMENTS

VARIOUS

Professor Markos: There are two opportunities at the library. As mentioned before, the library will hold Halloween events. The library would like to hold a panel discussion with people who are willing to share ghost stories or other supernatural stories. Please volunteer if interested. The other opportunity at the library is that our Big Read posters could be updated. Please volunteer, picking a favorite book at the library and posing for a photo.

Dr. Llanque-White mentions that she would love to volunteer for the Big Read promotion.

Professor Wilson: Last night's artist's talk was amazing. Over eighty people came out. The show is up until November 3rd. The subject matter is challenging. It is about honoring death. Please spread the word. On another issue, Professor Wilson mentions that she is serving as a liaison for a Mellon Grant, which helps students learn how to transfer to larger institutions. There will be an event in mid-November. It will hopefully overlap with first-generation celebrations--possibly November 14th. Grad students from Albuquerque will share their own films that talk about transferring and retention. Please be on the lookout for announcements on that.

Professor Sonya Damon: We have not yet offered our Emergency Medical Responder, which used to be known as the First Responder, since 2016. There have been some inquiries, especially with regard to COVID, with our EMS population; therefore, we are going to be bringing it back. If anyone knows of someone who is interested, please reach out. We'll be working with Richard Reyes for PR. The minimum age is sixteen. It will be an eight-week course, starting at the beginning of the spring semester. This could be a great opportunity for high-school students. Spread the word. It will be an evening course.

Dr. Chris Dyer asks Professor Damon to call him. This priority could be bolstered throughout the region.

Professor Sonya Damon gives a shoutout to Jacob and all of the students who participated in the active-shooter training.

ACTION ITEM

ADJOURNMENT

Move to adjourn.

Motion: Dr. Andrew McFeaters

Seconded: Yes

Vote: Unanimous

Motion Carried: Yes

Meeting adjourned at 1:33PM, by Faculty Assembly President Dr. Keri Stevenson.

Recorded by: Dr. Andrew McFeaters, Faculty Assembly Secretary, on October 20, 2023.