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**Faculty Assembly Meeting**

MINUTES **January 14th, 2022 12:30 PM ZOOM/Remote**

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| MEETING CALLED BY: | **Dr. Matt Mingus, Faculty Assembly President** |
| MINUTES ASSEMBLED BY: | Keri Stevenson, Faculty Assembly Secretary |
| FACULTY ATTENDEES: | Antoinette Abeyta, John Burke, Chris Chavez, Neysa Cox, Sonya Damon, Alok Dhital, Christopher Dyer, Robert Encinio, Sabrina Ezzell, Jim Fisk, Sandra Freeland, Bruce Gjeltema, Corine Gonzales, Ann Jarvis, Hasani Jayasinghe, Tom Kaus, Joe Kee, Jr., Carolyn Kuchera, Jacob LaCroix, Carmela Lanza, Tracy Lassiter, Sarah Llanque, L. D. Lovett, Elvira Martin, Aretha Matt, Andrew McFeaters, Matt Mingus, Arun Muthaiyan, Smita Rashid, Jon Saatvedt, Joe Sanchez, Kelley Schukar, Kristian Simcox, Keri Stevenson, Kristi Wilson, Gayle Woodcock, and John Zimmerman. |
| GUESTS: | Jayme McMahon |

**ACTION APPROVAL OF AGENDA DR. MATT MINGUS**

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| DISCUSSION |  |
| **I move to approve the agenda.**  **Motion**: Sarah Llanque  **Seconded**: Yes  **Discussion**: None  **Vote**: Unanimous  **Motion Carried**: Yes | |

**ACTION APPROVAL OF MINUTES DR. MATT MINGUS**

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| DISCUSSION |  |
| **I move to approve the minutes from the** November 19th, 2021 **UNMG Faculty Assembly meeting.**  **Motion**: John Zimmerman  **Seconded**: Yes  **Discussion**: None  **Vote**: Unanimous  **Motion Carried**: Yes | |

**INFORMATION FACULTY ASSEMBLY DR. MATT MINGUS**

**PRESIDENT’S REPORT**

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| **Faculty Assembly President Dr. Matt Mingus reported on the following:**  Dr. Mingus gave an update on the request the Faculty Assembly had put in for the Dean to pay for stipends for EBPTO training. The Dean had denied the request on the grounds that it is not equitable and not affordable.  Dr. Mingus then reported on the enforcement of the vaccination policy for dual-enrollment students. There had been a conversation about this right after the university made boosters mandatory and had decided not to allow people to enter the Pit to watch basketball games without proof of vaccination. Dr. Mingus had asked Dr. Malm to meet with GMCS leadership and the Provost to get a clear statement that there would be non-enforcement of the vaccine mandate. Dr. Malm had met with the McKinley Academy leadership, but they are not interested in deviating from what the PED requires. Dr. Malm also met with the Provost, and Provost Halloway is open to perhaps changing this in the future.  Dr. Mingus also said that Dr. Malm is working with the school districts to identify students who have not reported any vaccinations, and that there may be a separate exemption category for students who are minors. There is not an exemption for them at the moment, just non-enforcement. One faculty member stated their concern that this current lack of enforcement is not equitable.    Dr. Mingus then gave a number of small updates. He said that the library will buy any book faculty ask for, as they have the funding to do so. Faculty can talk to Professor Fisk about this matter.  On February 1st, options open for RAC grant funding. Branch faculty have applied for it and won it in the past, Dr. Mingus said, and he encouraged Assembly members to apply. The deadline is February 15th, andit can be used for up to $4000. Dr. Mingus was one of those who had received it. He invited faculty to contact him to ask for an example of a filled-out application.  Finally, Dr. Mingus said, Dr. Florentin Smarandache has been voted Emeritus by his division, and Dr. Mingus wanted to congratulate him on earning this status.  The only Assembly question was about whether faculty could obtain improved communication from the high school districts. Dr. Mingus said that there will not be much difference even with vaccine enforcement; students on campus would still be covered under the visitor policy that requires masks and vaccinations or exemptions. The MOA or MOU outlining the vaccine mandate can be revisited, but the Provost is not willing to enforce it.  As no other faculty had questions, Dr. Mingus turned the floor over to Director Jayme McMahon of Student Services. | |

**INFORMATION DIRECTOR OF STUDENT DIRECTOR JAYME**

**SERVICES’S REPORT MCMAHON**

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| Director Jayme McMahon greeted the faculty and shared her screen for the enrollment report. She reported that all of this data came from the Office of Institutional Analytics; it derived from the Facts and Figures pages, and Official Enrollment Reports. These pages can be filtered by different attributes, such as campus that students attend, race, or gender.  This data is reported on a semester basis, Director McMahon continued, so it is harder to get a full picture of the academic year. Director McMahon said she could give figures from the time prior to 2016 if faculty wanted them, but the current presentation began with Fall 2016. This showed headcount and student credit hours. UNM had since changed the way they reported headcount for the branches. In Fall 2016, UNM-Gallup had 2315 students; for Fall 2020, 1539.  In Spring 2021, Albuquerque did headcount by both course campus and headcount by student campus. Course campus is where students are enrolled in classes. Student campus counts students who are physically on a campus or admitted there. Students might be admitted to Gallup but taking courses through Valencia or Taos, or vice versa. These numbers had also declined.  Director McMahon then showed slides that focused on the spring semesters. She remarked that a decline is often visible between fall and spring terms. The next slides split students up by gender. Both male and female student numbers had declined, she said. Current UNM-Gallup students are also taking fewer credit hours. However, there had not been as much change in enrollment between Fall 2020 and Fall 2021 for female students; the numbers of male students had risen slightly.  Director McMahon had also pulled statistics for American Indian students. Fall 2020, the campus’s first fully online semester, had had a huge impact on students of this ethnicity. Fall 2019 reported 1441 American Indian students; Fall 2020 reported 984. The number had slightly increased in Fall 2021, however. Director McMahon thought that returning to full operations status would see more American Indian enrollment, partially because of increasing numbers of face-to-face classes.  Hispanic student statistics showed a lesser decline, Director McMahon’s slides showed, with Fall 2019 having 350 students of this ethnicity and Fall 2020 311. The numbers had largely stayed the same in Fall 2021. There had also been a decline in white students between Fall 2020 and Fall 2021, although not a large one. Spring terms reflected the same declines, Director McMahon said, with the decrease being sharper in more recent semesters. Credit hours for white students had increased, but not headcount.  Another slide showed different categories for students: readmitted students, new transfers from New Mexico schools, new transfers from institutions out of state, first-time beginning freshmen, and dual credit students. The number of dual credit students had increased hugely. Readmitted students, Director McMahon explained, are those who have been out of the system for at least 3 semesters. This number also dipped in Fall 2020. Fall 2020 to Fall 2021 saw an increase in readmitted students and beginning freshmen. Transfer numbers from other schools had largely remained the same. There were some branch transfer students as well, coming from one UNM branch to another. In Spring 2021, UNM-Gallup had lost both new freshmen and readmits. However, Director McMahon pointed out, the spring semester does normally have a lower number of first-time beginning freshmen.  The next slide showed the numbers of students at the UNM branches. All the branches are experiencing similar enrollment trends to UNM-Gallup, across both years and fall and spring terms.  Director McMahon then displayed data on student enrollment by major. The Business and Applied Technology bar on the graph included both the certificates and Associate’s degrees for that division. Fall 2020 lost a lot of students in these programs, which Director McMahon attributed to the difficulty of teaching these classes virtually.  Numbers have increased for the Arts and Sciences majors, which had not been separated on the slides into the two existing humanities and math/science divisions; this is partially because students now need to declare a program of study when they enter dual or concurrent enrollment. This means that the numbers have increased among what were not non-degree students. These students, Director McMahon said, often choose an Associate’s of Arts in Liberal Arts, an Associate’s of Science, or a General Studies degree. Also, because of dual-enrollment and concurrent students who need to be readmitted every semester, these numbers did not necessarily reflect new students, but ones who might be the same cohorts readmitted. Spring 2020 saw a bump in Arts and Sciences major declarations, with a decline in Fall 2020.  Education, Health, and Human Services programs also saw a decline in enrollment between Fall 2016 and Fall 2019, Director McMahon said, but especially between the Fall 2019 and Fall 2020 terms. Director McMahon attributed this partially to hands-on activities such as Nursing clinicals that were impacted by remote learning.  Director McMahon also showed headcount by student campus on her next slides. UNM-Gallup’s numbers had risen by 26 students in Spring 2022 compared to Spring 2021. But course campus numbers total are down almost 20%. This means that we have not enrolled students who may be taking courses at our campus but be officially enrolled at other branches. Some of this, Director McMahon added, also comes down to naturally fluctuating numbers.  The next section of the presentation contained data on the degrees awarded by UNM-Gallup. More degrees went to female students than male and more to American Indian students than other ethnicities. The next slide showed degrees awarded as well in Fall 2020 and Spring 2021; Associate’s degrees and American Indian and female students again predominated. Transfer students to Albuquerque were listed at 427, with 95 graduated. Nine had earned prior Associate’s degrees. This does not include students who study at UNM-Gallup for a time without earning a degree or those who declare a program of study at the Albuquerque campus but do not attend school physically there.  Director McMahon ended the slide show and said that she did not think these enrollment declines are solely due to COVID, but that the shifts had existed before the pandemic, despite its impact. Some of this decline came with the deletion of programs of study UNM-Gallup had once offered. There are deleted programs; for example, from EHHS and B&AT. Some had formal teach-out plans, making it hard to tell the exact date of their elimination and thus their impact. Since 2010, Director McMahon said that UNM-Gallup had eliminated Accounting, Entrepreneurship, Administrative Assisting, Tribal Court Advocate, Secretarial Skills, and Pre-Professional Education programs, among others. Some of these had been reinstated, but not before we lost students who would have enrolled earlier if the programs had existed at the time.  Other lost programs included ones in Community Health, Diabetes Prevention, Medical Office Assisting. Digital and Design Media, and Natural Resources. Director McMahon said that we had added EMT certificates and Associate’s degrees and the Process Technology program, while reinstating the pathway for students who are going into teaching degrees in elementary and secondary education. As well, although the campus had eliminated a program in substance abuse, Human Services does have a concentration in this that some students take. Altogether, however, Director McMahon said that we have done a better job of eliminating degrees than adding them. It is not just a matter of recruiting and marketing. We have to align offered programs with student interests and market needs. When students arrive, we need to have adequate facilities, lab space, equipment, etc., to make sure that they can achieve what they need to achieve.  Diversification, or entering existing markets, was a strategy that Director McMahon especially wanted to mention. We have to be aware of our competitors, and how we rank with niche programs, net costs, and so on in comparison to them. There are other students who have probably not gone to different schools, but are lost from us, and we need to think about how we get them back. Simply replacing study programs might be helpful, Director McMahon added, but not always if they are not useful. Our transfer programs need to be aligned better with other schools’; we also need to have stronger connections to industry and community partners. Director McMahon mentioned the EMT program as a good example of this. Nontraditional students really need a degree that will make them employable immediately. Students also need the ability to move in and out of school. The pandemic underscored some of the services that we lack, including the need to have conversations about resource allocation.  Faculty members then began to ask questions. The first was about the Covid vaccine deadline and whether non-compliant students would not be enrolled. Director McMahon said that it had had an effect on the admissions process. In the beginning of the Spring 2022 semester, Director McMahon had hoped that there would be a streamlined process for vaccination record submission. UNM allowed students to be admitted without holds based on vaccination, but only until January 7th. However, if they did not verify that status by the 10th, they were disenrolled. Director McMahon said that there were students on the list who had been disenrolled, but only 20 or 30 students total for UNM-Gallup. Any student admitted after the 7th had an automatic hold, which would stay unless they sent verification by the 10th. Students waiting to be admitted at branch campuses often enroll until the last minute. January 7th was the admissions deadline for Gallup, but it may take 24 hours for them to even enter the system. It also takes three to five days for the vaccination information to be verified, adding to the clunkiness of the process.  Another Assembly member asked whether students who had not received boosters would be disenrolled on the 18th, the first day of classes. Director McMahon said that students who are not vaccinated at all have been rejected already, but the booster requirement is more complicated because of eligibility. The 17th is the deadline for UNM employees to upload their booster verification, but it will be managed differently for students because many did not receive a vaccine until November.  Raising concerns about student access to internet off-campus when taking remote classes, one instructor asked whether hotspot devices are being sold in the bookstore to grant students easier access to WiFi. Director McMahon said that she did not know for sure, but Mr. Robert Griego, CFO, said that while the bookstore was not currently selling them, he could inquire about getting an inventory. Professor Jim Fisk added that the library had 12 hotspots for students.  The last question was whether there was data from the local high schools about their virtual sessions in the last year and their impact on enrollment. Director McMahon said that she could look into that and added that it had probably had an impact on UNM-Gallup CCTE students, who had suffered from the remote learning shift in Spring 2020. Some students simply disappeared in Spring 2020 and ceased to communicate after courses changed from face-to-face to online.  As there were no more questions, Dr. Mingus thanked Director McMahon for her participation, as did others, and she left. | |

**ACTION ITEM CHANGING THE MARCH DR. MATT MINGUS**

**MEETING DATE**

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| The Assembly needed to change the date of the March meeting, as it would otherwise fall on the Friday of Spring Break. Dr. Mingus put a poll for the meeting dates in the Zoom interface, asking for faculty members to choose between the 11th and the 25th of March. Faculty members voted by a two-thirds majority to move the meeting date to the 25th, the last Friday of March. |

**INFORMATION COMMITTEE REPORTS COMMITTEE CHAIRS**

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| DISCUSSION |  |

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| **Dr. Mingus asked for committee reports:**  **UNMG Senator to ABQ:** Dr. John Burke reported on the Faculty Senate talking about services for faculty. These resources are available to all faculty, including those on branch campuses. Mentalhealth.unm.edu, for example, lists a limited number of services that can.be done remotely by Zoom. The Faculty Senate also discussed how the student relationship with faculty is a key factor in student retention. Finally, Dr. Burke mentioned that the honorary degree program at UNM is looking for nominations.  There has also been discussion of branch campus workload, and how it is impacted by the Faculty Senate, COG, AFT, and UA-UNM. That impacts policy F100 or C100, depending on where faculty work.  A Branch Campus College Council meeting is coming up, and Dr. Burke asked for people to reach out to him or Dr. Tracy Lassiter about the topics. They want to discuss workload policies and whether they are necessary or not.  Dr. Lassiter added that the Provost had said Albuquerque requires $14 million dollars to bring faculty salaries at UNM up to the average faculty salary nationwide.  **Budget Review Committee**: Dr. Bruce Gjeltema, the chair, reported that the committee had been in communication with the Business Office about the beginnings of a new budget. They will submit their report on the faculty and staff canvassing from the fall this week.  **Committee on Teaching Excellence:** No report was given as the chair was not present.  **Constitution and By-Laws Committee**: Dr. Keri Stevenson, the chair, said that several faculty members had contacted her about wanting to make changes to their committees’ by-laws, but had not sent her any specific information. The committee will need that specific information on changes, by Friday, February 4th, so they can talk about it before the constitution is read in the February Assembly meeting.  **CARC**: The chair, Professor Kelley Schukar, said that the committee met in December and reviewed the reports and assessments turned in. The committee planned to meet again in January if necessary, and two people had approached Professor Schukar about help with the assessment process. The Albuquerque campus has also contacted her, saying that they need student artifacts to be uploaded.  **Curricula Committee:** Dr. Lora Stone was not able to be present, but had sent a report to Dr. Mingus that the committee’s first meeting will be in February, and there will hopefully be new program reviews to cover and bring to the Assembly.  **Library Committee:** Dr. McFeaters said that the Library Committee had not met yet this semester, but they will ask UNM-Gallup faculty about participation in the Experts’ Corner.  **Strategic Planning Committee**: Dr. Burke, the chair, said that there will probably be a virtual meeting, or document-sharing, for this committee as there was last semester; the committee members’. schedules do not have a large degree of overlap.  **Distance Learning Committee**: Dr. Carmela Lanza, the chair, reported that the committee will meet in late January. She had sent out an email about the Bridge to Canvas class, and said that people who have been putting off engaging with Canvas can use this course to work on building confidence with it. Faculty can take it any week in the semester that they want, but there is an option for one synchronous meeting.  Dr. Mingus asked if Dr. Lanza knew whether the deadline for the shift to Canvas was Summer or Fall 2022. Dr. Lanza said that the deadline kept getting extended, so she was not sure, but that all the EBPTO trainings going forward should be for Canvas. Since Dr. Lanza expected that many faculty would not get used to Canvas until the fall, she encouraged them to take the training and become accustomed to the shells UNM had established.  **Adjunct Faculty Affairs Committee:** Professor Kristi Wilson, the chair, said that the committee would meet sometime in the next two weeks. She also said that the room SSTC 127 is available for adjunct workspace, if anyone knows a part-time faculty member looking for office space. They may obtain keys from their division chairs. She thanked chairs for getting the committee an updated adjunct faculty email list, so that they can contact these faculty through Teams.  **UA-UNM, Faculty Union:** Dr. Stevenson, the union VP for Gallup, said that there was not much news, but asked people to approach her if they had questions. She had given a presentation at the Gallup adjunct orientation, along with a union organizer, the night before, and thanked Professor Wilson for inviting them. |

**INFORMATION ANNOUNCEMENTS VARIOUS**

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| Professor Sonya Damon said that CPR courses would be offered throughout the semester. |

**ACTION ITEM ADJOURNMENT**

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| **I move to adjourn.**  **Motion**: Christopher Dyer  **Seconded**: Yes  **Vote**: Unanimous  **Motion Carried**: Yes |
| **Meeting adjourned at 1:42 PM, by Faculty Assembly President Dr. Matt Mingus.** |
| **Recorded by:** Keri Stevenson, Faculty Assembly Secretary, on January 14th, 2022 |