



Dr. Mingus reported that the Ops Committee had met with the executive team on Oct. 7<sup>th</sup>, before Fall Break. The members spoke about financial concerns and a comprehensive safety plan. The EHHS faculty had had doors to their classrooms that did not lock from the inside. But new locks were being purchased, and there would be unit coordinators for every building in charge of the safety plan. Dr. Ezzell had been firm about this.

Dr. Mingus also reported that the CARES Act money in reserves would be earmarked for projects like HVAC upgrades related to its original purpose, not spent on unrelated expenses. One faculty member asked if there was a timeline regulating when the money would be spent, but Dr. Mingus said there was not. The next question was whether the money had come from the second wave of CARES Act funding. Dr. Mingus said he thought it had, and that he hoped it would be used soon, since facilities, among others, wanted to be reimbursed for money they had spent. The faculty member asking questions, who was from the Business and Applied Technology division, explained that some of the buildings in their area would be getting a remodel, but some planned renovations, like those to the Construction Tech program areas, were not happening. However, \$150,000 in design fees had been spent on the proposed remodel. Dr. Mingus said that he would speak again with the executive team about the timeline for spending CARES funding.

There was also a strategic plan in process, in tandem with the EOD from Albuquerque, Dr. Mingus said. Dr. John Burke and other faculty and community stakeholders were involved; the likely timeline was for the summer of 2023. Among other things, this plan would help prioritize faculty and staff hires and include procedures for large donations.

Finally, Dr. Mingus informed faculty of a union social being held from 4-6 PM at Fratelli's that afternoon, and invited all Assembly members and their families, before he opened the floor for questions.

One member asked if the CAL was part of the strategic planning committee's conversation. Dr. Mingus said that he thought so; CAL was being moved under the jurisdiction of Student Affairs, and it was Ms. Karla Baldonado's last day. Hopefully, by the end of the semester, the CAL would have a plan for moving forward. Another faculty member added that the CAL did have a place in the strategic planning conversation because everything that supported students did.

Another person announced that the Provost was moving forward with a plan to select a UNM-Gallup Chancellor, and faculty could email the Provost to join the search committee, which was being chaired by Professor John Zimmerman. Dr. Mingus urged faculty to do so.

**INFORMATION**

**PRESENTING CHANGES  
TO CONSTITUTION**

**DR. KERI STEVENSON**

Dr. Keri Stevenson, chair of the Constitution and By-Laws Committee, presented the suggested changes to the constitution and by-laws for their second reading (see Appendix). No faculty asked questions. Dr. Mingus said that the ballot that would go out for the vote would be online, and would contain only the single question, asking faculty to vote yes or no on the changes. He also reminded the Assembly that approval required a "yes" vote from two-thirds of eligible voting faculty.

**ACTION ITEM**

**CURRICULA COMMITTEE**

**DR. LORA STONE**

Dr. Lora Stone, the Curricula Committee chair, put information in the chat on the Curricula Committee's unanimous approval of twelve forms. The first was a Form C for the Certificate in Dental Assisting; it revised the existing program to meet accreditation expectations. The Form A's were minor changes to courses for the Certificate. These were Introduction to Dental Assisting; Pre-Clinical Dental Assisting; Dental Specialties; Dental Radiology; Preventative Dentistry; and Seminar in Dental Assisting. There were also three Form B's that would add new courses to support the revision: Dental Science; Oral Pathology; and Dental Materials. These courses, Dr. Stone said, increase the focus on new ideas for the certificate and move the focus off some old or outdated ideas.

**I move to approve these ten forms as a block (the Form C, the six Form A's, and three Form B's)**

**Motion:** Bruce Gjeltema

**Seconded:** Yes

**Discussion:** None

**Vote:** Unanimous

**Motion Carried:** Yes

Dr. Stone added that Professor Neysa Cox had praised Dr. Mingus's help in revising the program.

There was also a Form C revision requested by the College of Education for the A.S. in Elementary Education. This streamlines the A.S. so that students can transfer easily into a bachelor's degree, and not need to spend time taking unnecessary courses.

**I move to approve the Form C revision in Elementary Education.**

**Motion:** Keri Stevenson

**Seconded:** Yes

**Discussion:** None

**Vote:** Unanimous

**Motion Carried:** Yes

Finally, Dr. Stone announced that a new program was being created by a Form C, a Certificate in Practical Nursing, under the direction of Professor Lumibao. It was created specifically to fit the PN niche. It was a step below the Registered Nursing program, but students in the PN program would still be able to take the nursing exams.

**I move to approve the Form C to create the Practical Nursing program.**

**Motion:** Kristi Wilson

**Seconded:** Yes

**Discussion:** None

**Vote:** Unanimous

**Motion Carried:** Yes

**Vote:** Unanimous

**INFORMATION**

**COMMITTEE REPORTS**

**COMMITTEE CHAIRS**

DISCUSSION

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

**UNMG Senator to ABQ:** Dr. Aretha Matt reported that the next Faculty Senate meeting was on Oct. 25<sup>th</sup>. They had discussed accommodations for Long Covid at the one she had attended. There were also changes to the ten-year academic calendar; Juneteenth had been added as a federal holiday. July 4<sup>th</sup> would impact the summer schedule for some sessions in the future, so those beginning and ending dates had been changed. The summer sessions for 2026 would start on June 1<sup>st</sup> and end on July 28<sup>th</sup>, with the beginning and ending on May 31<sup>st</sup> and July 27<sup>th</sup>: in the 2027 calendar. Dr. Matt also announced that promoted faculty could add a favorite book to the UNM library collection, including a personalized bookplate, and a brief statement of why it was selected.

**Budget Review Committee:** Dr. Bruce Gjeltema, the chair, reported that he had met with the Chancellor. The admin team had wanted to put input from the BRC into the budget. This would happen in January or February, before the legislature made its final decision on UNM-Gallup's budget. The BRC hoped to conduct a needs assessment for faculty and in the future; Dr. Ezzell had been helpful in getting the BRC a place in the budget.

**Committee on Teaching Excellence:** Dr. Mingus had met with the TEC, and he said that Professor Chad Smith would be the new chair.

**Constitution and By-Laws Committee:** Dr. Stevenson said there would be a meeting sometime in the following weeks because to encourage faculty to vote on the constitution and by-laws changes.

**CARC:** Professor Kelley Schukar said there would be a new chair for the committee. She had met with Albuquerque about artifact issues, and would fill in the committee on what the Albuquerque office had said at the next meeting.

**Curricula Committee:** Dr. Stone had no additional comments.

**Library Committee:** Dr. Andrew McFeaters, the chair, said that the committee had met earlier that day, and were talking about a structured calendar of library events. These were for events that had definite dates like Black History Month. This was partially so that faculty could include assignments connected to these events in their syllabus from the first day of the semester, rather than only scheduling them as extra credit.

They had also discussed some upcoming events. Dr. Mingus would be talking about the history of Halloween on Oct. 27<sup>th</sup>. Dr. Carolene Whitman, Dr. Tracy Lassiter, and Professor Joe Kee, Jr., would help lead events focusing on Native American Heritage Month.

**Strategic Planning Committee:** The campus-wide committee had met, Dr. John Burke, the chair, said, and there were results from the survey to present. He did not know if the person from Albuquerque who had spoken would share their PowerPoints or not, but would share them with faculty if he received them. The strategic planning process would continue until the end of summer 2023. He invited faculty to talk about this with him if they were interested.

**Distance Learning Committee:** The committee was going to meet next week; Dr. Tracy Lassiter gave the report as the chair was not present. They were working on the online course design evaluation instrument. Dr. Mingus said that he hoped the TEC could help review it.

**Adjunct Faculty Affairs Committee:** Professor Kristi Wilson, the chair, said that the committee had had a virtual meeting, but had a hard time arranging an in-person meeting due to disparate schedules.

They were planning to continue their collaboration with Microsoft Teams. Professor Wilson had sent out a poll to ask what the committee members' top three priorities were. These had turned out to be figuring out a way to keep the adjunct listserv continually updated; finding out information about available laptops for adjuncts; and designing a poll to ask adjunct faculty what their needs might be. Professor Wilson had communicated with the IT team and the webmaster to ask about the listserv, as no one knew who was in charge of it. Eric Castillo in the IT department had stepped up to update it. Professor Wilson hoped to meet with the IT team to discuss a sustainable update schedule. They would also discuss laptops for adjunct faculty, since there were only three currently available and the IT team was asking what they might need.

**UA-UNM, Faculty Union:** Dr. Stevenson announced that the union had negotiated a MOA with the UNM administration that would allow paid parental leave for two faculty parents in the same semester. Previously, only one parent would have been able to take paid leave at a time. She also reminded Assembly members again of the union social at Fratelli's that night.

**INFORMATION**

**ANNOUNCEMENTS**

**VARIOUS**

Dr. Lassiter announced that there was another professional development workshop coming up on Friday the 28<sup>th</sup>, and that Dr. Mingus and Dr. Abeyta would be talking about their use of Top Hat software. The topic was Ways to Foster Student Engagement. There would also be a presentation from a company called Harmonize on November 1<sup>st</sup> to share tactics for fostering student engagement; this would be a Zoom session. The other branch campus online coordinators and Dr. Lassiter were starting a short week of workshops that would be given around mid-November. She was also building a Teachers' Resource Center in the library with Professor Markos Chavez that would have copies of the handouts given the workshops.

Dr. Mingus announced the success of the Big Brothers/Big Sisters Bowl for Kids event. The faculty team had raised over \$1100.

Professor Wilson said that the Student Art Collective would be raising money next Wednesday to tour the IA campus. From 10 AM-4 PM, anyone could purchase a Halloween gram for someone on campus, with various options available, including cards and candy. All proceeds would go to the Art Collective field trip. Candygrams themselves would be delivered on Halloween. They would also have a costume contest on Halloween, and a parade through the library and back, which Professor Wilson asked faculty to participate in.

Professor Markos Chavez announced Halloween events at the library, including Dr. Mingus's talk on the history of Halloween, scheduled for the 27<sup>th</sup>, and free candy being given away on Halloween itself, with ghostly events taking place. He would also be sending out a survey about cultural events people would like to see next semester.

**ACTION ITEM**

**ADJOURNMENT**

**I move to adjourn.**

**Motion:** Robert Encinio

**Seconded:** Yes

**Vote:** Unanimous

<b>Motion Carried: Yes</b>
<b>Meeting adjourned at 1:18 PM, by Faculty Assembly President Dr. Matt Mingus.</b>
<b>Recorded by: Keri Stevenson, Faculty Assembly Secretary, on October 21<sup>st</sup>, 2022</b>

Appendix

**Proposed Changes to the UNM-Gallup Faculty Assembly Constitution**

2022-2023 AY

Additions are highlighted in yellow.

~~The text of deletions is red and has been struck through.~~

1. Many, many grammatical changes were made for the sake of stylistic consistency and the correction of typos
  - a. The most controversial of these will probably be my widescale adoption of the Oxford comma
2. Division Chairs have been removed as voting members of the Assembly
3. References to “main campus” have been replaced with “Albuquerque campus”
4. A reference to the UNM-Gallup Community College Advisory Board as a body that has “authority” over actions taken by the Assembly has been removed
5. For the sake of consistency, language has been added to the By-Laws of **all committees** to include:
  - a. Reference to a required three-year absence from a committee after serving on that same committee for two consecutive three-year terms
  - b. Consistency regarding the election and term length of chairs (elected every two years and can serve two two-year terms)
6. Substantive changes to Nominations Committee:
  - a. Makes it clear that this committee also runs elections for Faculty Senators
  - b. Makes changes to better accommodate the reality of online elections and our discontinuation of in-person elections
  - c. Makes clear that a call for nominations will take place at least one month in advance of the election
7. Substantive changes to Operations Committee:
  - a. Will now include elected Faculty Senators
8. Substantive changes to Budget Review Committee:
  - a. None
9. Substantive changes to Curricula Committee:
  - a. None
10. Substantive changes to Strategic Planning Committee:
  - a. None
11. Substantive changes to Library Committee:
  - a. None
12. Substantive changes to Committee on Teaching Excellence:
  - a. Reduction in the number of required voting members, from seven to five [at request of the committee]
13. Substantive changes to Constitution & By-Laws Committee:

- a. Makes it more clear that this committee reviews changes to the Constitution and not just the By-Laws
14. Substantive changes to CARC:
- a. Makes it clear that assessment should be directly tied to the UNM Office of Assessment & Academic Program Review
15. Substantive changes to Adjunct Affairs Committee:
- a. Makes it a bit more clear that all adjuncts (aside from their elected representatives) are welcome to serve as ex-officio members on this committee
16. Substantive changes to DLC:
- a. None
17. Substantive changes to Assembly Operating Policies:
- a. All references to Convocation Week are deleted; January and August meetings are now held the Friday “before classes begin”
  - b. Change in the percentage of faculty needed for quorum from 30% to 25%
18. It is now clearer that any revisions to the Constitution/By-Laws will be done through online balloting
- a. Reference to required ratification by the Chancellor has been deleted
  - b. Reference to required signature from the UNM President has been deleted
  - c. Reference to required signature from the UNM Faculty President, and approval by UNM Faculty Senate, has been added