

Faculty Assembly Meeting

MINUTES

MARCH 24, 2017

12:30 PM

CALVIN HALL 248

MEETING CALLED BY:	Dr. Lora Stone, Faculty Assembly President
MINUTES TAKEN BY:	Shirley Heying, Faculty Assembly Secretary
FACULTY ATTENDEES:	Antoinette Abeyta, Sylvia Andrew, John Burke, Stephen Buggie, Lilia Cuciuc, Irene Den Bleyker, John Burke, Sonya Damon, Robert Encinio, Sabrina Ezzell, Jim Fisk, Robert Galin, Bruce Gjeltema, Kathy Head, Shirley Heying, Yi-Wen Huang, Robert Hunter, Ann Jarvis, Tom Kaus, Floyd Kezele, Carolyn Kuchera, Carmela Lanza, Tracy Lassiter, Matt Mingus, Arunachalam Muthaiyan, Vickie Olson, Florentin Smarandache, Cecilia Stafford, Keri Stevenson, Rachel Stewart, Lora Stone, Ernesto Watchman, Michael Williams, and Gayle Woodcock
GUESTS:	CEO Dr. Christopher Dyer and Jayme McMahon, Director of Student Affairs

ACTION APPROVAL OF AGENDA DR. LORA STONE

DISCUSSION	
<p>I move to approve the agenda for today's March 24, 2017 UNMG Faculty Assembly meeting.</p> <p>Motion: Floyd Kezele Seconded: Yes Discussion: None Voice Vote: Unanimously approved Motion Carried: Yes</p>	

ACTION APPROVAL OF MEETING MINUTES DR. LORA STONE

DISCUSSION	
<p>I move to approve the minutes from the February 17, 2017 meeting of the UNMG Faculty Assembly.</p> <p>Motion: Tom Kaus Seconded: Yes Discussion: None Voice Vote: Unanimously approved Motion carried: Yes</p>	

INFORMATION FACULTY ASSEMBLY PRESIDENT'S REPORT DR. LORA STONE

DISCUSSION	
<p>Faculty Assembly President Dr. Lora Stone reported on the following:</p> <ol style="list-style-type: none"> Dean's Search: Dr. Stone mentioned that she will share Dean Ken Roberts report a little later in the meeting and further discuss the updates on the dean's search. She will also discuss some reductions in the budget and there is a rearrangement of the budget committee in the works to make it more campus-wide. Updated F90 Policy Approval: The F90 policy on Academic Freedom, Tenure, Appointment and Grievance Procedures from the Faculty Handbook will be up for approval at our April 21, 2017 Faculty Assembly meeting. Today, we will vote on F80 (Representation on Faculty Senate and Its Committees) revisions for approval. F90 has one more step to go through before faculty approval. 	

3. Online Course Offerings: We are expanding our online course offerings at UNMG and we will discuss that further in April and May of this year. Dr. Stone is currently reviewing data on online course offerings and all decisions regarding online course offerings will be based on the data we have collected. We are not looking to replace our classroom courses, but want to make sure we have other ways of addressing the decline in student enrollment.

4. Faculty Assembly Elections for 2017-2018: Dr. Stone reminded faculty to email nominations to Dr. Kamala Sharma by 5:00p.m. on April 17, 2017. Dr. Stone sent out an email to all faculty on how to make nominations. She reminded faculty in attendance today that they must verify with the nominee that the individual is willing to serve before sending the nomination to Dr. Sharma. As of today, Dr. Stone nominated Robert Galin for the Faculty Assembly president position. He is well-versed in UNM policies, has tenure and has ample experience here at UNMG. The officer positions that faculty can nominate people for include: president, vice president, treasurer, secretary and three operations committee members at large. All nominations must be received by 5:00p.m. on April 17 and then we will hold elections by ballot at our April 21, 2017 Faculty Assembly meeting, which will be Dr. Stone's last presiding meeting as president, a position she had held for the past two years.

Dr. Stone then turned the floor over to Jayme McMahon, Director of Student Affairs.

INFORMATION

DIRECTOR OF STUDENT AFFAIRS REPORT

JAYME MCMAHON

Director of Student Affairs, Jayme McMahon, provided faculty with the following updates and report:

1. Title IX Trainings: The Title IX trainings are mandatory for students. UNM Human Resources sent out a memo to all faculty, staff, and students regarding the trainings. The training module is called "The Grey Area" and is 1.5 hours long. The training must be provided face-to-face in person. The training module consists of a large group session and a smaller, more interactive individual session. It is creating a bit of a mess for the branch campuses right now because main campus had a plan to roll it out with their trainers. However, the branches have not even had the train-the-trainer sessions yet. Jayme has been inundated with student requests in email because our students received the main campus memo. However, Jayme does not have any specific dates for the training to give students yet. Our train-the-trainer sessions are scheduled for April 6 and 7, 2017. We do have a group of individuals who already have been identified as the Grey Area trainers. Jayme is not sure yet if they will offer a student session on April 7, which is the goal, but they will do the train-the-trainer sessions and while the UNM main trainers are here, they will also facilitate a student session. Jayme will then schedule some student trainings throughout the remainder of this semester and next year for continuing students. They also will incorporate the training into the University 101 sessions for new students. Every student enrolled in 6 credit hours or more has to take the Grey Area training unless they are scheduled to graduate this May (2017) or are enrolled fully online. Student employees have to take face-to-face training in addition to the online training modules that all the rest of us have to take. So, student employees will do two training modules. Jayme will provide more information in April on how this training goes, but branches are struggling right now trying to roll this out. Valencia did one session and it opened up a huge can of worms. Jayme is going to try to go over some of those things before they have the student training sessions here at UNMG so that they can try to anticipate some things that might come up. Jayme will get the training dates out to all faculty when they are set.

2. Mandatory Reporting: Jayme recognized that at the last Faculty Assembly meeting, some questions came up about mandatory reporting. She confirmed that all faculty are mandatory reporters. Anyone who acts in any official capacity is a mandatory reporter. Mandatory reporting is associated with Title IX, which deals with gender discrimination, sexual assault, sexual misconduct, sexual harassment and associated issues. Anytime a student comes to a faculty member with an issue, the faculty member should let the student know that the faculty member is obligated to report and cannot maintain confidentiality. Faculty need to notify Jayme as the Office of Equal Opportunity (OEO) liaison or can contact the OEO office on main campus directly regarding the student issue. Jayme prefers that faculty go through her first because it may involve student conduct that Jayme must handle via conduct hearings and sanctions. Jayme will send out information regarding talking points if faculty feel a student is going to disclose something that

faculty might have to report. There is also a helpful syllabus statement that Jayme will be sending out. There are two versions that are not mandatory, but Jayme encourages faculty to put one of the statements on their syllabi. Jayme feels that there is still a lack of information on Title IX, what it encompasses and what is required. OEO did a full training last spring semester. Jayme will get OEO back out to our campus and will see if during orientation week in August, OEO can do another training with UNMG faculty. Jayme recognizes that orientation week is a busy week, but it works better for faculty scheduling since we will not have classes to teach that week.

3. CLERY Compliance: Jayme shared that they are working on the CLERY compliance. Title IX deals with very specific gender issues and then CLERY deals with the requirement for us to report any crime statistics and make sure we are giving timely notifications if there is a reportable incident on campus. Not everything that happens on campus is CLERY-reportable, but Jayme wants to make sure we have a solid communications plan in place if something happens and that we are up-to-date on reporting guidelines so that we are not just relying on main campus to do it. Police sergeant Richard Perez is responsible for CLERY reporting on our campus. Jayme has been working closely with sergeant Perez to make sure that he has all the training and tools that he needs. Jayme and sergeant Perez are working with Rob Burford, our CLERY Act Compliance Officer on main campus. Under CLERY, there are certain positions, such as security, that are required to make sure Rob knows of any offenses that happen and need to be reported. CLERY and Title IX can overlap in a lot of areas, but not always. Jayme will schedule CLERY training with faculty as well. Most staff are required to be CSAs (Campus Security Authorities), faculty are excluded unless working with a student group such as a chartered student club or formal affiliation with a student club. Jayme is working on getting these CSA trainings out here and will send information to faculty on the Title IX syllabus statement and talking points, and she will follow up with Grey Area training schedule as they get it into place.

4. Green Zone Training: Jayme is working on getting Green Zone training on our campus. The training helps all university employees work with student veterans who are reintegrating into the university. It focuses on those who just got back from deployment and those who still are enlisted. The training will be offered by the UNM Veterans Resource center, which they provide all over the state and New Mexico campuses. The training is really beneficial for working with veterans, especially as we likely will see a continued increase in veteran student enrollment. Jayme will work with faculty students on that training. Jayme also found out that in April, we will be offering QPR training (suicide prevention) training that will be open to all employees. Jayme will send faculty more information as it becomes available.

5. Summer and Fall Course Schedules: On Monday, March 26, 2017, the summer and fall schedules will be viewable online. However, this is only a draft. Registration for summer and fall opens on Monday, April 17, 2017 for all students. Our branch campus students do not have staggered registration as main campus students do. Any UNMG student can enroll immediately as of April 17 as our registration is wide open. Advisors will be doing classroom visits to promote early registration. Jayme's staff finds that continuing students often wait until last minute to register, so her staff is working to be proactive in promoting early registration.

6. Other Upcoming Deadlines: Today is the deadline for enrolling in second 8-week courses without permission. After today, students must get instructor approval to enroll. The census date for second 8-week course drop with refund is March 31, 2017. Final grade entry opens on May 5, 2017 and closes May 18, 2017 at 5:00p.m. Any final grades not entered into the system by the deadline will be reported as "NR" (Not Reported) and can have a huge impact on student financial aid. Jayme asked faculty to please get their final grades turned in by the deadline so that students are not forced to deal with large financial aid issues. The last day to remove an Incomplete is May 12, 2017 at 5:00p.m. Any one-year lapse in removing an Incomplete will result in a final grade of F for the course. The last day to drop a full semester course without the Dean's permission is April 14, 2017. At UNMG, it goes through the registrar's office. The last day to drop a course with permission is May 5, 2017.

Jayme asked faculty if anyone had any questions. No questions were raised. The floor was turned over to UNMG CEO Dr. Christopher Dyer.

Dr. Dyer began his report by noting that he had three primary topics to go over with faculty: the childcare center, student housing, and campus infrastructure. He then proceeded with the report presented below.

1. Early Childhood and Family Center (ECFC): Dr. Dyer first stated that the new ECFC committee consists of three faculty members and two staff members. The faculty members are Floyd Kezele, Yi-Wen Huang and Joe Sanchez. The staff members are Charity Jeffries and Kelly Dineyazhe-Hunter from the ECFC. The committee also has the input from Irene and Robert regarding the running of activities. Dr. Dyer asked Christy Butler to disseminate various informational hand-outs to faculty in attendance. He then reported that there are currently 5 options regarding the ECFC and that we have to make some decisions going forward. Option 1 relates to the center's history, to where we are now and the accomplishments of the center. It involves funding projects and opportunities that would result from working on attaining a 4-star status, which would increase the amount of funding we get from CYFD. We have construction happening now on our library, thanks to the General Obligation bond that was funded. Our Physical Plant is also being relocated and will be moving out of the building it shares with ECFC, providing the center with an additional 4,000 square feet of space that can be another option for a drop-off function. Option 2 would involve a hybrid with a public-private partnership. Option 3 is to run the center and lease it out as a private center. Dr. Dyer's concern about that option is that the price per child will likely go up significantly. Option 4 is to create a drop-off center, but Dr. Dyer foresees a lot of problems with this option. First, all the financial support we are getting from the State of New Mexico and other CYFD support would be lost. We would also lose our accreditation. There would also be a legal issue that will prevent capacity in there and if there is an accident with a child, there will be difficult things to cover. The fifth option is to close the center altogether. That is something that Dr. Dyer would not like to do.

To re-open the center, it cost over \$250,000 to meet code so the center could be accredited when it was reopened. When it closed, we had a totally different fiscal environment than when we re-opened it. Dr. Dyer asked Floyd Kezele to provide some background history on the center. Floyd reflected that it was an exceptional facility run by an excellent director. When she retired, it was proposed that an education professor ought to be in charge of it. Ann Sullivan was selected to be the director. However, there was an issue of letting her both have that position and to establish it as a tenured position. The director gave up her tenured position to be the director. Our current director is home-grown. The loss of federal funding will be recovered as soon as we gain our 4-star rating. We do want to have the spaces available for our students. Yet, we also need to open up to community members to help attain funding. There is currently a waiting list two-pages long to get children into the center. Financially, we need to open up our center to community members, while also keeping a sizeable number of spaces available for the children of our students. Yi-Wen came up with the trifold brochures handed out in today's meeting that will be used to recruit for the center. Community members can pay full price and that will give us funding to work toward providing a drop-off center for our students and their children. We could have space for up to 150 children if this works. Floyd shared that he thinks we can bring the center back up to being a full center.

Dr. Dyer mentioned the trifold brochure with detailed information. He suggested that if faculty have students who are interested, they should give the students the green informational sheet handed out in today's meeting. A question was raised regarding where to get more copies. Dr. Dyer responded that Christy Butler has them. Dr. Dyer noted that we must consider where to go from here regarding the ECFC and he asked faculty to think about this thoroughly. He noted that if we become a 4-star center, we'll be the only one in the State of New Mexico. Dr. Dyer stated that he will also send out the report to faculty electronically.

2. Student Housing Survey: Dr. Dyer reported that the housing survey has been completed with the help of Jayme McMahan and a report with the results of the survey was written up. He handed out the report to faculty in attendance. Dr. Dyer noted that a lot of the information is probably something faculty anecdotally already know about our students and the issues they face. There are interesting quotes and 27 comments in the back.

3. Campus Infrastructure: At convocation, there was an activity in which people were asked to get together in groups and provide ideas on campus infrastructure. Dr. Dyer had those ideas collected and will send out an electronic copy of a document summarizing those ideas about how we can improve our campus infrastructure going forward.

Dr. Dyer finished his report by sharing that he will send out a “From the Desk Of” email next week that will include information on an upcoming Workforce Investment Opportunities Act funding opportunity. These funds will be available for students who want to learn and help with a regional survey of people’s job aspirations. It is funded by Workforce Development, Partners for Self-Reliance of Navajo Nation and WIOA. Dr. Dyer will do the training and while the students are doing the training and surveys, they will be paid by WIOA to do that. It is a great way for our students to get training and to get revenue simultaneously.

Dr. Dyer then recognized that Dr. Lora Stone will be taking over online course development, which is a very important part of us going forward. This last week, Dr. Dyer met with the new superintendent of Gallup-McKinley Schools to discuss the dual credit program. That is one way we can expand enrollment. Online courses can have a real regional impact and can help our student population because of the problems they have getting to campus and staying here. Online courses may be an important future way for us to stabilize our campus enrollment. Dr. Dyer strongly encouraged faculty to think about online courses and to talk with Dr. Lora Stone, who has a lot of experience with online course delivery.

Dr. Dyer asked if faculty had any questions. No questions were raised.

INFORMATION

CHIEF ACADEMIC OFFICER REPORT

DEAN KEN ROBERTS

Dr. Lora Stone reported that Dean Ken Roberts could not be here today. In lieu of reporting in person, he sent out his Dean’s report via email earlier in the week. Dr. Stone presented the Dean’s report on the screen at this point during our meeting and noted that this is a good time in the meeting to put some comments into the record regarding the report. The following comments were recorded:

1. CFO Advisory Committee: Dr. Stone reported that she resigned from this committee in January and that Dean Roberts and Rick Goshorn accepted the resignation because the committee meets at times that Dr. Stone cannot meet. Dr. Stone was also shared that she was told that the meetings were confidential and she was being pressured to not reveal information that was presented in the budget meetings, creating a secretive atmosphere to the meetings and their content. The committee currently consists of Jayme McMahon, Rick Goshorn, Ron Petranovich, Sylvia Hunt, and Ken Roberts. There are some ideas about how to resurrect the campus-wide budget review committee that had existed in the past. This campus-wide committee would include all campus leaders who would review budget materials and discuss budget needs and shortages openly and transparently. Right now that is not happening. The faculty representatives (Lora Stone, Gayle Woodcock and Lilia Cuciuc) did not have any information to review because everything was considered confidential. So, they are trying to fix that and Dr. Stone will talk more about this issue later in this meeting as a discussion item.

2. Faculty Professional Development Funds: The funds have dropped down to \$1,500, so faculty will have to be resourceful on where to find funding for research and professional development.

3. Online Course Offerings: Dr. Stone sent out to the division chairs an outline on online offerings. Our offerings must be evidence-based. Dr. Stone will be tracking online course information and it will be public information that will be available on our website. That way we will have some statistics on what is working and what is not, along with some national resources. It is typical that 15% of students say they want online course options and that number is growing nationally and on our campus as well.

4. Zoom Courses: If interested in teaching a Zoom course to Zuni, faculty can contact their division chair.

5. Faculty Handbook Evaluations: The division chairs are working on the faculty evaluations process and they should let us know more in April.

6. Dual credit: Ken and Jayme attended a state-wide meeting regarding dual credit. They are still working on this.

A question was raised regarding student retention and having counseling options available on campus for our students. Data is being collected for remedial classes and the survey shows that students don't come back because of personal issues. Jayme McMahon responded that getting SHAC (Student Health and Counseling) on campus was an important first step, but it's not enough. Students aren't always comfortable with the teletherapy model. Right now, unfortunately, with budget constraints, Jayme doesn't know if there is enough buy-in for on-campus services. We all see the need, but when critical budget issues are discussed, there has to be buy-in at the administrative level and it is not there. Mary Lou Mraz has maintained licensure to provide counseling services, but it is not enough. We see the need and would like to create a formal position. It will have to be more of a partnership with providers in the community at this point and that is still limited. Dr. Stone mentioned that if we get student housing, it may be an option to provide on-campus counseling as well.

Another comment was made that the curriculum committee is making a lot of changes to align with main campus, which should help with completion rates and hopefully help with student retention. Students will know that their degree will actually go into a further degree. Matt noted that like housing, it may require investment in areas that are not instruction-based. He commented that one big need here is advisement. We need more advisors and we should keep that in mind. The solution is not always instruction-based.

Another comment focused on transportation as an area of need for our students. Some of our students simply can't get here in the first place. Perhaps we can improve access to campus through a partnership with Navajo Nation or figure out a way to improve transportation. Helping improve transportation to campus will likely help improve student retention as well.

A faculty member shared that we need to talk about counseling issues more. She noted that we spend time on curriculum issues, but ignore a major area having to do with services that we are not providing such as transportation and housing. We have no emergency housing for students or emergency services. Retention and long-term goals should consider this, but not sure how to go about this. Jayme shared that we need a retention committee that involves faculty and staff and she is working on this. Retention is not a Student Affairs issue only. Dr. Carmela Lanza volunteered to be on the committee. Another comment was made that we need to solicit information directly from our students because they know what their challenges are. We should have a student on the committee. Another comment was made that we're not completely unique in our situation of serving an impoverished rural area. There are other community colleges that use nonprofit organizations to help provide services to students. Rob Hunter noted that the Middle College High School does have two licensed counselors on staff. The counselors may not be able to provide services to non-Middle College students, but they could serve on the retention committee given their background and knowledge of student needs and issues. Shirley Heying shared that we are having a resource fair on campus next Wednesday from 12:00p.m. to 4:00p.m. that will bring together various nonprofit organizations in the community who will be sharing information with students, faculty and staff regarding their services. Faculty are encouraged to attend the fair to educate themselves on the resources that already exist in the community.

Based on the comments, Dr. Stone confirmed that the Faculty Assembly is formally committed to helping form a student retention committee for next year, which is now on record. Jayme McMahon is already working on establishing the committee and asked faculty to volunteer. Jayme needs the support if this committee is going to happen. Dr. Stone asked Jayme to send out a formal request via email to all UNMG faculty and Jayme agreed. Jayme was just talking about retention last week at an enrollment summit, but she needs faculty support.

Jayme also commented that there is a lot of talk about online offerings and its ability to increase enrollment. She cautioned that we need to identify a new market to reach with the online enrollment in order to actually increase enrollment. If we concentrate on penetrating the market of students that we

already have, we need to be realistic about it. We can talk about how to enhance enrollment, but we need to diversify our market and not just serve the market we already have. Dr. Stone agreed that we will look into that and she does not have any expectations that we will see a jump in enrollment due to expanded online course offerings. Right now, it is about retaining current enrollment. Jayme cautioned that we are not likely going to see a huge surge in online enrollment. This is under the CAO office, so faculty are encouraged to talk with Dean Roberts if they have any questions.

Dr. Stone next discussed the Dean’s search and noted that it has been postponed. The current Dean is under contract until the end of December 2017. Initially, there was going to be an overlap with the new Dean coming on in July 2017, but that is not going to happen now. The Dean’s search will happen in fall. Ann Jarvis, the chair of the dean search committee, shared that she received an email from Senior Vice Provost Dr. Carol Parker announcing the postponement and that Dr. Dyer agreed to postpone the search. Ann does not know the reason it was postponed. A faculty member wanted to express personal frustration with this postponement because it will likely lead to a weaker pool of candidates if the search take place halfway through the academic year. A faculty member asked who dropped the ball on the last search. The faculty member wanted it noted that this search has been half-assed and frustrating because we need a good Dean and we’ll likely not get the best possible Dean with this postponement. Dr. Stone noted that there are other concerns such as our public image issue that may compromise our pool as well. Ann Jarvis responded that in the last dean search committee meeting, they brought up the concern regarding the public image issue.

Another question was raised regarding the reasons for the delayed search and who made that decision. Ann responded that Dr. Parker did not share reason. Another question was asked regarding who is in charge of posting the position. Dr. Stone responded that it is unclear who dropped the ball on this. We don’t know who dropped the ball. Main campus and the vice provost were ready to push through the search and something happened. Ann verified that Jody Sowers, Dr. Parker and Ann had a conference call the week of faculty development (the week before spring semester 2017 started) regarding edits for the job posting and then Jody heard from Dr. Parker about the delay. We don’t know what happened. Dr. Stone suggested that a formal statement be drafted in April regarding faculty frustration concerning the postponement of the dean’s search. Dr. Stone confirmed that a formal statement will be an agenda discussion/action item for our next Faculty Assembly meeting on Friday, April 21, 2017 and that a draft of the formal statement will be circulated at that meeting.

INFORMATION	CHIEF FINANCIAL OFFICER REPORT	RICK GOSHORN
Dr. Lora Stone stated that Rick Goshorn is on annual leave today and will not present a report at today’s meeting.		

ACTION ITEM	MOVE TO EXECUTIVE SESSION	DR. LORA STONE
DISCUSSION		
Faculty Assembly President Dr. Lora Stone requested that the Faculty Assembly meeting now move into executive session. Only fulltime UNMG faculty and elected adjunct representatives remained for the Executive Session. Dr. Stone noted that, as specified by the UNMG Constitution, we will follow Robert’s Rules of Order. As such, the items presented during the Executive Session will be introduced by the Faculty Assembly President Dr. Lora Stone. Faculty offering subsequent comments will be limited to 3 minutes each time they speak.		
<p>Motion: Tom Kaus Seconded: Yes Discussion: None Voice Vote: Unanimously approved Motion carried: Yes</p>		

EXECUTIVE SESSION

ACTION ITEM	SECTION F REVISIONS	DR. LORA STONE
DISCUSSION		
<p>After moving to Executive Session, Dr. Stone noted that faculty have had the F80 revisions for some time and that F80 is now up for approval only.</p> <p>I move to approve the revised F80-Representation on Faculty Senate and Its Committees policy of the UNM Faculty Handbook.</p> <p>Move: Dr. Lora Stone Second: Yes Discussion: None Call the Question: None Voice Vote: Unanimously approved Motion Carried: Yes</p>		

DISCUSSION AND ACTION ITEM	CURRICULA COMMITTEE	DR. MATT MINGUS
DISCUSSION		
<p>Dr. Stone turned the floor over to the Curricula Committee Chair, Dr. Matt Mingus who first presented the Form C for the Associate of Science in Medical Services degree. This an expansion on the certificate program that already has been created. There is an 8-credit certificate and a 10-credit one that is meant to be more job-focused. This will also include quite a bit of core curriculum so that students can potentially move on to a Bachelor's degree on main campus. It doesn't complete all of the core coursework because it also requires an enormous amount of emergency medical training, but most of these students are going to get jobs in the community. However, there is still some core there so that they can move on if they choose to move on to get a Bachelor's degree. This Form C was approved by the Curricula Committee this morning at their meeting.</p> <p>I move to approve the Form C Associate of Science degree in Emergency Medical Services.</p> <p>Motion: Matt Mingus Seconded: Yes Discussion: None Voice Vote: Unanimously approved Motion carried: Yes</p>		

DISCUSSION AND ACTION ITEM	CURRICULA COMMITTEE	DR. MATT MINGUS
DISCUSSION		
<p>The next item is a Form C for an AA and AS in Elementary Teacher Education. Our teacher education programs in the past have not aligned with main campus. This Form C does allow alignment with main campus. It has students completing core curriculum and all the requirements they need to get into the College of Education immediately after graduating with their Associate's degree from UNMG. The Form C was approved by the Curricula Committee this morning and now they are asking the faculty to approve it.</p> <p>I move to approve the Form C for an Associate of Arts and Associate in Science degree in Elementary Teacher Education.</p> <p>Motion: Matt Mingus Seconded: Yes Discussion: None Voice Vote: Unanimously approved Motion carried: Yes</p>		

DISCUSSION

The Curricula Committee approved the Form C for the Associate of Arts degree in Secondary Teacher education this morning. This will do the exact same thing in aligning with main campus and all requirements will be met to help students get into the College of Education and complete their major.

I move to approve the Form C for an Associate of Arts degree in Secondary Teacher Education.

Motion: Matt Mingus

Seconded: Yes

Discussion: None

Voice Vote: Unanimously approved

Motion carried: Yes

DISCUSSION

The Form C for the Associate of Arts degree in Liberal Arts is also up for approval. There are 6 concentrations (Anthropology, Art Studio, English, History, Psychology, and Sociology). The Curricula Committee approved this Form C this morning; however, there was a request from multiple English faculty to have more time to review their concentration and the committee granted the English faculty up until Wednesday, March 29 at 4:00p.m. to review the proposed concentration and to add changes if necessary. If they do not submit changes, we will go forward with the proposed English concentration as was originally proposed.

I move to approve the Form C for the Associate of Arts degree in Liberal Arts with concentrations in Anthropology, Art Studio, English, History, Psychology, or Sociology with the understanding that the English concentration can change before 4:00p.m. on Wednesday, March 29, 2017.

Motion: Matt Mingus

Seconded: Yes

Discussion: A question was raised regarding whether the concentrations will appear on student transcripts. Matt confirmed that they will and that all the concentrations fall in line with the main campus degrees. Students will still get an AA degree if they do not complete a concentration. Another question was raised regarding whether a math course will be involved. Matt answered that yes, 3 credits of math are required for all concentrations. Another question was asked regarding whether the math requirement is for a specific course. Matt responded that it will be MATH 121 in general and there is an option for Statistics 145 for Sociology and History. The MATH 129 counts for liberal arts no matter what. The Curriculum Committee made sure everything fit into the 4-year degrees for main campus. A question was asked regarding the concentrations and whether they are equivalent to programs that require program reviews. Matt responded that the program review that will evaluate the concentrations will be the AA Liberal Arts program review so that when the AA in Liberal Arts is under review, all the concentrations will also be under review as part of that degree. The concentrations will be subject to CARC in the same way as all programs. All concentrations will have to submit along with the AA in Liberal Arts assessment to CARC. Dr. Carmela Lanza asked when this was decided to have a meeting to further discuss the English concentration. Matt responded that multiple faculty members in English expressed their concerns that they did not have enough time to review the proposed English concentration courses. The Curricula Committee did not want to hold up the entire AA in Liberal Arts degree with the concentration areas, but wanted to give English faculty time to talk. Therefore, they decided to move forward, while giving English faculty the time needed to review the concentration courses for the English area.

Voice Vote: Unanimously approved

Motion carried: Yes

DISCUSSION AND ACTION ITEMS

CURRICULA COMMITTEE

DR. MATT MINGUS

DISCUSSION

Matt suggested that the next motion be taken as a BLOC Form B for PENP 175 (Zumba), PENP 180 (Indoor Cycling), PENP 181 (Core Training), and PENP 18 (Martial Arts). Physical Education has only offered topics courses over and over again and called them these other things. They shouldn't be doing that as it is against University policy. So, now they are going to only offer courses that already exist or offer these four courses, which is why they have to be approved. These four courses currently are not in the course catalog. We would be creating these courses so that they would be officially included in the catalog and be offered on our campus. The Curricula Committee approved these courses last month with the request of some revisions and those revisions have been made. The Curricula Committee now seeks faculty approval of this Bloc Form B.

I move to approve as a bloc the Form B for PENP 175 (Zumba), PENP 180 (Indoor Cycling), PENP 181 (Core Training) and PENP 182 (Martial Arts).

Motion: Matt Mingus

Seconded: Yes

Discussion: None

Voice Vote: Unanimously approved

Motion carried: Yes

DISCUSSION ITEM

CURRICULA COMMITTEE

DR. MATT MINGUS

DISCUSSION

Matt completed his report by noting that the Curricula Committee recently approved a new program review instrument to replace the old one. Main campus did not think our previous program review instrument covered every area we needed to cover for accreditation, so the Curricula Committee adopted the main campus program review instrument with some changes with things like total credit hours. Because the old instrument was already sent out to programs that have been notified that their review is coming up, the first effective date for new instrument will be fall of 2018. A faculty member requested that the new program review instrument be posted on the Faculty Assembly webpage and Matt agreed to post it. Another question was asked regarding whether any thought was given to aligning the new program review instrument process with Curriculum Committee and CARC. Matt agreed to talk with Tom Kaus, the CARC chair, about that.

DISCUSSION AND ACTION ITEMS

CONSTITUTION AND BYLAWS COMMITTEE

ROBERT GALIN

DISCUSSION

Rob Galin reported that as he was reviewing the constitution and bylaws for the Faculty Assembly, he found a number of glitches, so he would like to postpone the approval of the revised UNMG Constitution and Bylaws.

I move to postpone the approval of the UNMG Constitution and Bylaw revisions until the division chairs and committee chairs can look over the proposed changes.

Motion: Rob Galin

Seconded: Yes

Discussion: Rob has copies for all committee chairs and division chairs and asks that they pick up a copy today so that they can start reviewing it.

Voice Vote: Unanimously approved

Motion carried: Yes

DISCUSSION

Dr. Stone next invited faculty to participate in a general discussion regarding budget-related issues, ideas about reactivation of a campus-wide budget review committee and follow-up to the Faculty Assembly request for budget and financial information on the childcare center. The following suggestions and comments were made:

1. Campus-Wide Budget Committee Resurrection: Dr. Stone reiterated the need to resurrect this committee rather than have the current secretive approach to budget issues. Faculty should have clear, direct information regarding the campus budget. The budget should be sent out to all faculty and should be reviewed by a campus-wide committee.

2. Childcare Center: Dr. Stone asked if any faculty member wanted to provide any comments regarding the childcare center for the record. A question was raised regarding how Dr. Dyer formed the childcare center committee. Dr. Stone responded that Dr. Dyer sent out a request for committee members via email and Dr. Stone suggested a couple of people who likely had interest in serving on the committee. Dr. Stone asked Dr. Yi-Wen Huang for clarification. Dr. Huang shared that Christy Butler sent out two emails asking for faculty to volunteer as committee members and Dr. Huang responded to it after the second email. Dr. Stone verified that there was a general call for volunteer committee members and Floyd, Yi-Wen and Joe Sanchez volunteered to serve on the committee.

Lora next asked what we, the faculty, want to do as a faculty body about the childcare center. Dr. Stone does not believe they are doing talking circles anymore. They are just holding meetings. A question was raised regarding whether we got the budget and financial information on the childcare center that we requested in fall 2016. Dr. Stone confirmed that we did not receive the information that we requested. We did receive a packet handed out today for the 2016-2017 budget of the center only. A faculty member commented that we should be able to see the budget and financial numbers. The faculty member suggested that before we make any decisions, we should have competent leadership and that the center should be moved under Student Affairs. Student Affairs Director Jayme McMahon should be the point person for the childcare center. Faculty suggest that the childcare center be removed from Dr. Dyer's direct supervision and be moved to Jayme McMahon's supervision instead. An additional comment was made regarding the lack of information on what is completed to date. Where are we in the 4-star process and regarding licensing? What's happening? There are concerns about both finance and quality of service. What have they accomplished and what are the future plans? What we received today is too general. We need to know how quality is determined and who determines it.

Another concern was raised regarding the process. We asked for specific information in November 2016. We gave a December 2016 deadline and here we are now in March 2017 and still have no information. If we just wait and see what happens, we are allowing people to ignore the Faculty Assembly with impunity. It is suggested that a statement be made on the record that we, the faculty, want the budget and financial information we requested, especially given the budget and shared-governance issues. The structure of the childcare committee is not consistent with shared-governance. We want this information and its implications for the larger UNMG budget. Dr. Stone responded that the childcare center is part of a larger issue of budget and transparency. She is not sure why we didn't get this information even though we formally requested it. A couple of years ago, the CEO did send out budget information, but then he stopped.

Dr. Stone asked the faculty in attendance if we want to ask about resurrecting a committee involving all campus leaders to be on a campus-wide budget review committee that is separate from the Faculty Assembly budget committee. She asked if this is what we want to request instead of the secretive approach that has been used more recently. The faculty agreed to a formal request for the resurrection of this campus-wide budget review committee. Dr. Stone asked if anyone thinks we should not request this. Nobody responded. Dr. Stone asked what this committee should be formally called and what it was called in the past. Kathy Head shared that in the past, the committee involved randomly-selected individuals from every area on campus and not just area leaders with the intent to be as transparent as possible with

the decisions made on data. Previously, the budget review committee for Faculty Assembly could serve on the campus-wide budget committee.

A faculty member suggested that there be 2 formal statements made: one asking for campus-wide budget review committee and the second recognizing that we did not get the information that we formally requested. A faculty member asked if the statements could also be sent to Dr. Parker. Dr. Stone noted that she sends statements such as these to the executive team (Dean Roberts, Dr. Dyer and Rick Goshorn). However, Dr. Stone will make sure to CC Dr. Carol Parker and President Abdallah on main campus. Dr. Stone confirmed that there will be 2 memos, but the campus-wide budget committee once started should start addressing the childcare center issue.

Another concern was raised regarding our cutting back \$1M that it seems the childcare center may be a place to start. Dr. Stone confirmed that the conversation regarding what is a necessity and what is not is already happening, but those in the conversation do not always see things in a similar light regarding what is needed and what is a luxury. The campus-wide budget committee could be a part of that important conversation.

Another question was raised regarding whether the childcare center was hemorrhaging money before. A faculty member responded that the center never met the budget, but has been helped with other funds. However, the amount we are losing now is much greater for various reasons. Dr. Stone noted that there have been secret copies found in copiers and secret emails with confidential information regarding the budget. Dr. Stone noted that full transparency is needed and not secretive communiques.

A suggestion was made that the Faculty Assembly Operations Committee nominate persons to the committee to ensure that we have the faculty representation we deserve. We can nominate more people in the future. Dr. Stone responded that we do have representatives who worked on the budget committee before and right now it is too late to nominate. We can also expand it beyond three members. In the past, someone asked Dr. Dyer if we were still losing \$300,000 from center and he danced around it. A comment was made about the refusal to provide information and that there should be repercussions. Dr. Stone stated that we must document our position as a Faculty Assembly. We don't have any punitive power against an administrator. However, we can do votes of no-confidence, but looking through the archives, it took so long to recover from votes of no-confidence in the past that it may not be worth it. We can do this, but the childcare center alone may not be a sufficient reason for a no-confidence vote. Instead, we can add our concerns to the memos that the Provost Office already has.

Another point was made that we need to get our disappointment in the record noting that we were rebuffed in our attempts to be a part of the budget and childcare center conversation. We could state that any further delay of the information could be considered a breach of shared governance. Another comment was made that this should not be a reminder message as they had plenty of time to provide the requested information. They already have refused to give information and we need to be straight forward. Dr. Stone confirmed that a statement will be made that asserts: At this point, any further delay will be a breach of shared governance. Dr. Stone will get this formal statement sent out Monday (March 27) by the evening. Another question was raised about making the request and whether we also are asking for a timeframe or fiscal year. Dr. Stone responded that we asked for information from the time of the re-opening of the center. She furthered that the memo will state that it is a violation of shared governance and we consider it breaching shared governance. Another suggestion was made that we need clarification about allocations so that we know that money is not being taken from instructional dollars. An additional comment was made suggesting that the document was going to be sent in November. Dr. Stone confirmed that this was the case.

Dr. Stone next asked for further input on memo #2 regarding reconstituting and reactivating the campus-wide budget review committee. Dr. Stone asked faculty what else should be included. A suggestion was made to include the ability to review the 2017-2018 budget and all future budgets starting now. It is too late for building the 2017-2018 budget, but we need to review it openly for next year. Dr. Stone confirmed that the committee should be able to review the full budget and then be a recommending body. Dr. Stone asked for suggestions regarding who serves on the committee. It was suggested that the committee members consist of the Director of Student Affairs, all division chairs, all coordinators, all program

proposed increased in healthcare to help with the budget. They opted for this rather than pay for higher premiums. Another update is that UMM voted to become a Sanctuary Campus. There were some concerns from the operations committee of the main campus Faculty Senate in terms of potential cuts in federal funding and it remains uncertain how the current administration will react to that.

INFORMATION	ANNOUNCEMENTS	FACULTY MEMBERS IN ATTENDANCE
DISCUSSION		
<p>Dr. Stone reminded faculty in attendance to nominate people to serve on Faculty Assembly next year. We will vote on candidates in our next meeting. All nominations must be submitted before 5:00p.m. on April 17, 2017. Dr. Stone noted that faculty should check with the nominee first to make sure they are interested and willing to serve.</p>		

ACTION	ADJOURNMENT
DISCUSSION	
<p>Motion to adjourn.</p> <p>Motion: Bruce Gjeltema(?) Second: Yes Voice Vote: Unanimously approved. Motion carried: Yes</p>	
<p>Meeting Adjourned at 2:27p.m. by Faculty Assembly President Dr. Lora Stone.</p>	
<p>Recorded by: Shirley Heying, Faculty Assembly Secretary on April 24, 2017.</p>	