



FACULTY SENATE

MINUTES

Regular Meeting

Friday, May 17, 2019,

2:30 pm, Café de Luna

I. Call of Meeting to Order and Establishment of Quorum

A. Establishment of Quorum at 2:33pm

Kenneth Bachicha (Chair), Breanna Gould (Vice Chair), Sara Vigil (Secretary), Kimberly Sena (Allied Health Senator), Geno Castillo (Senator/STEM/Business), Sherry Goodyear (Satellite Senator), Linda Salazar, (ex-officio/LRC), Eugene Sandoval (Trades Senator), Sierra Fernandez (Associate Members Senator), Daniel Twitchell (Humanities/Early Childhood/Adult Education Senator), Aaron Rudolph (Adjunct), Rick Baca (Humanities Advisor)

B. Call Meeting to Order at 2:33pm

II. Approval of Agenda

A. Motion to approve agenda by Geno. Second by Gene.

III. Approval of Minutes from April 12, 2019 Meeting Pre-Approval May 17, 2019 Meeting

A. Corrections or additions

B. Vote to approve minutes

- Motion to approve April 12th and Pre-approve May 17th minutes by Sierra. Second by Breanna.

IV. Informational/Discussion Items:

A. Reports from all officers & senators:

- Kenneth Bachicha & Geno Castillo Shared Governance Council-May's meeting was postponed. Membership in council is expected to change for the coming semester.
- Gene Sandoval Senator of Trades-Jessica McGee will no longer be Trade's Director after June. Faculty will be attending OSHA training in June/July. There are still openings for instructors in dept.
- Sierra Fernandez Senator of Associate Members-In-service training and participation is needed for adjuncts.
- Geno Castillo Senator of STEM and Business-(Business)- There are 13 graduates this semester, compared to 5 last year, and 4 of those students are Kappa Delta Beta Honor Society Members. Director Lita Bernal is being QM trained to be a peer reviewer.(STEM)- There will be a summer reading/STEM program in July-August. Faculty members Nichole and Betsy received the VP's Instructors of the Year Award. New ACE opening in the summer. STEM student, Jake Taylor, won NM Tech Wolves' Den competition.
- Sherry Goodyear Satellite Senator-Grounds crew are busy spring cleaning in Springer. Santa Rosa had a Business Graduate this year.



FACULTY SENATE

- Linda Salazar Senator Ex Officio, Learning Resource Center- Busy with book returns, Nursing provided 3 laptops for Nursing student check-out. New supervisor has not been appointed, since VP position is vacant.
 - Kimberly Sena Senator of Allied Health Sciences and Nursing- Graduation and pinning was success for Nursing and Dental Students. Completion rates were high. Held 2 trainings for new ANN Simulator, and are planning to hold an open house in Fall to display the new equipment.
 - Daniel Twitchell Senator of Humanities, ABE, Education- (Early Childhood)- concerned with the final exam schedule. (AE)- no report. (Humanities)-Degree audit list is being updated. Questions regarding pay raise have arisen due to public school increase.
- B. Faculty Senate Stipends and Participation-Faculty Senators presented their justifications/reports for active senate participation. Stipend fund is out of VP's fund, which may present a delay in payment, since that position is vacant.
- C. Elections and Faculty Senate Membership-New Senators were announced.
- D. Dr. Susan Wood Assessment Form-Assessment team wants Faculty Senate to approve the use of the Assessment Form adopted from Susan Wood.
- E. Faculty In-service- Recommends Tycie Jackson present again in Fall on writing outcomes. Requested that any recommendations for workshops/meetings be forwarded to Kenneth and Breanna for Fall in-service.
- F. Meetings Policy for Committees- New senate needs to address some ongoing issues such as, meeting quorums and maintaining them throughout meetings, meetings lasting past 5pm, members leaving before vote, proxy votes cannot count as two votes. Policies would be adopted by all committees. Needs to be included in committee policy section of handbook.
- G. Master Syllabi- was requested that page numbers, grading policy, and QM online clause be added to syllabus.
- H. Finals Exam Week Policy-No online course policy present. It's been asked if instructors can have finals on another week than final's week. If there are any suggestions or concerns about finals week, please email Kenneth.
- I. Faculty Handbook- Faculty input policy needs to align with policies across the institution. Chair wants senate approval to discuss with administration including VP and President the changes being made to the handbook to ensure transparency and option for suggestions/improvements.
- J. 2019 Commencement- Thank you all for your dedication and help with this year's commencement.

V. Action Items

- A. By-laws Update- Resignations and Position Vacancy and Proxy
 - Motion to approve by-laws update by Sierra. Second by Geno.



FACULTY SENATE

- B. Dr. Wood Assessment Form
 - Motion to approve Assessment Form by Breanna. Second by Sherry.
- C. Faculty Senate Stipends and Participation
 - Motion to approve all senator's stipends and participation by Sherry. Second by Gene.

VI. **New or Follow-up Items for Next Meeting's Agenda**

VII. **Adjournment**

- Motion to adjourn by Geno. Second by Breanna.