



## MINUTES

Faculty Senate Regular Meeting

January 10th, 2020  
2:00pm, Shared Governance  
Suite, GS-104

I. Establishment of Quorum:

Six of 10 voting members present. Individuals present are Breanna Gould (Chair), Jason Killian (Secretary), Larry Fields (Senator, Humanities, Adult Basic Ed. and Early Education), Kim Baca (Senator of Associate Members) Jackie Romero-Arguello (Senator of Allied Health Services and Nursing) Betsy Sanchez as proxy for Rachael Lucero (Senator of STEM and Business) Linda Salazar (Senator ex-officio/LRC) Olivia Kuykendall (Faculty, Media Arts), and Dr. Kenneth Patterson (Vice President of Instruction & Student Services).

II. Call of Meeting to Order:

2:32pm.

III. Approval of Agenda:

Add to agenda Item B: Approval of Minutes from 11-8 and 12-10. Move NMHEAR to item G. Move Director Evaluations to item H. Motion to approve agenda as modified made by Jackie, second by Kim. Motion carries.

IV. Approval of Minutes Regular Meeting (11-08-2019 and 12-10-2019.)

Minor revisions to minutes, such as spelling. Item G for the 11-8 minutes should state the R&C Committee conducted the survey, not the LRC.

Motion to approve the minutes as modified for the 11-08-2019 and 12-10-2019 meetings made by Jackie, second by Larry. Motion carries.

V. Informational/Discussion Items

A. Report from Senators:

Jackie Romero Arguello- Senator of Allied Health Sciences and Nursing: Nothing to report.

Larry Fields- Senator of Humanities, Adult Basic Ed. And Early Childhood: Nothing to report.

Louie Plagge- Senator of Trades: Absent.

Kim Baca- Senator of Associate Members: Nothing new to report.

Rachel Lucero (Betsy Sanchez by proxy)- Senator of STEM and Business: Nothing to report.

Patricia Kuhlman- Senator of Satellites: Absent due to weather.

Linda Salazar- Senator Ex Officio, Learning Resource Center: Nothing new to report.

B. Campus Climate Survey Follow Up:

Breanna followed up looking for an outside source to assist with the survey by contacting Sue Crowman, who does survey research and may be willing to assist with the survey. Phone conference with Trish Lanmantia December 11<sup>th</sup>, who is CEO of 25<sup>th</sup> Hour Communications. We were given some tips, such as surveys should not be longer than 30 questions and that we should consider a shorter, simpler survey. 25<sup>th</sup> Hour later sent an email, stating that this research goes deeper than what they can cover. Breanna was then informed that Cheryl Broom at Interact Communications may be able to assist.

C. Faculty Handbook Follow Up:

Nothing new to report yet on the handbook discussion. Course load cannot be dropped below 15 hours. However, cap levels on classes are being examined. Some classes have as many as 70 students in them. While class sections may be split, this would result in faculty being placed on overload. In addition, these sections are needed for student completions.

D. On-Boarding/Mandatory Training Follow Up:

Safe College has been shared with Shared Governance. The president has been approached to see a quote is wanted at this time.

E. Food Options Survey:

New Board of Trustees are very interested in food options on campus, including reopening the cafeteria. Several members have campaigned on the idea that the cafeteria will be utilized. In the future, the issue should be moved to student senate. Other options to address the concern could include expanding the selection vending machines have. In addition, a wider variety of offerings through the coffee shop can be examined. In the past, items such as burritos have been ordered, but results have been varied, as on some days, these items sold well, and on other days, food was disposed of. A survey could be included with the ACE Lab tutoring schedules. Raymond Varela will need to be approached to tack onto this schedule. However, these surveys could also be given out separately. The survey needs to have a research question and variables. One variable is cost. Another would be would you like more vending machines. Cold vs. hot. Fresh vs. prepackaged. Possibility of food trucks. What would you like to see offered on campus? Are you currently happy with the offerings at the coffee shop? There could also be a possibility of a campus convenience store. There is a background conversation at administration level regarding food. Due to cost, a cafeteria is not a valid option. It may also be possible to rent out the cafeteria. In addition, expanding the coffee shop, such as a fast food option, may be possible. The current operator of the coffee shop can only sell items that are prepackaged and is restricted by licensing. The manager should be invited to a future meeting to discuss

F. Assessment Progress:

Strong support was expressed for Dr. Woods' visit. Assessment needs to change from we have to do it to here's why we want to do it. Focus needs to shift from compliance to improvement. A vision for assessment needs to be formulated. In addition, these reports need transparency and be shared with the students. When filling out forms, the first question asked should be why. An annual calendar for assessment is being looked at to address

the shift in vision, changing from a culture of compliance to a culture of assessment. Assessment Committee is looking at during the institutional time, departments or programs can invite and showcase what they are doing to other departments. In addition, these events can be publicized. In addition, Assessment committee is also looking at what training can be brought into the institution to assist with continuous improvement. Dr. Woods also said that cocurricular activities should be assessed by a cocurricular committee, while academics is a second. These committees could be added to Tier 2 meeting schedule in the Shared Governance Model. The HLC liaison discussed how to address criteria met with concerns. For assessment, this process has not been performed or used at times. It is unknown by the liaison how intensely areas met with concern will be examined, meaning that a continued use of assessment is vital. Things like survey results need assessed and to go on the assessment calendar. Facilities and emergency equipment also need to be assessed. A split academic/institutional committee may not be possible due to our size. HLC liaison said the best course of assessment is to ensure that areas that need to be assessed are housed in their areas. The Vice President currently holds several emergency plans. At this time, a new committee may not be needed as everyone is doing assessment. Instead, it needs to be reported and recorded. Assessment committee may be an audit system to ensure that assessment is being done and reported.

#### G. NMHEAR/PD Participation:

There is money for these programs. Travel request should be walked directly over. Conference registration is \$85. A strategic plan can be used to ensure there is money for areas that require PD. How do we budget for groups not part of an academic department? There used to be a budget allotted for PD for every Full-Time faculty member, but it is unknown if this budget still exists.

#### H. Director Evaluations:

Tabled

#### VI. Open Bills:

No open bills.

#### VII. Action Items:

No action items.

#### VIII. New or Follow-up Items for Next Meeting's

Agenda A. Food Survey

B. Assessment Follow Up

C. PD Follow Up.

D. Bylaws

#### IX. Adjournment

Motion to adjourn made by Larry, second by Jackie. Motion carries. Adjourned at 3:47pm.