



MINUTES  
Shared Governance Regular Meeting

March 6th, 2020, 2020  
2:30pm, Shared Governance  
Suite, GS-104

- I. Establishment of Quorum  
All 8 voting members present. Present are Breanna Gould, Geno Castillo, Lita Bernal, Amanda Lucero, Francina Martinez, Masie Estep, Louis Paredes, and Kim Baca.
- II. Call of Meeting to Order  
Meeting called to order at 2:37pm.
- III. Approval of Agenda  
Add approval of minutes for 2-28-2020  
Motion to approve with revisions made by Amanda, second by Lita. Motion carries.  
Motion carries.
- IV. Approval of Minutes Regular Meeting: 2-21-2020  
Motion to tabled made by Amanda, second by Masie.  
Motion carries.  
  
Approval of Minutes Regular Meeting: 2-28-2020  
Motion to tabled made by Amanda, second by Masie.  
Motion carries.
- V. Informational/Discussion Items
  - A. Senate Reports
    - Academic Leadership  
Dr. Patterson provided an update on the Coronavirus by the U.S. Dept. of Education. This instruction supersedes the requirements of the HLC. Guidance was provided for institutions who may have to stop holding classes due to Coronavirus. Classes may be moved online to maintain instruction and learning activities temporarily. The NM State Dept. of Health would determine if closure is necessary. A plan would need to be developed for how to continue classes. Google Classroom may be a viable alternative to Blackboard.  
A second issue is some students do not have a computer or smartphone, making online classes difficult.  
You may use what is needed but documentation is needed
    - Staff Senate  
Matt Griego is currently naming the buildings and developing codes for emergency response. Road sidings will be color coded to facilitate emergency response. Signs will be put onto the buildings.

Training and workshops will be discussed more after budgets.

Staff handbook is being looked at. It could be put in the handbook when employees get this training. A bill could create a policy determining when the trainings are done. Staff Senate has suggested no later than 2 weeks from date of hire. The CNM handbook is being looked at as a template. Trainings, such as FERPA, are being looked at. CNM uses Safe College to provide these trainings.

The library is going to host a St. Patrick's Day event to promote the library with a scavenger hunt. Staff Senate is helping sponsor the event. Gifts and prizes will be offered. June will be sending an email.

- Faculty Senate

Two bills were voted on. Tabled indefinitely bylaw changes. Linda reported the Staff Senate collaboration with the library.

Nursing students are attending a cannabis conference as individuals are using it medically. Discussed campus climate survey. Response rate is at a 30% response rate. As such, the data will be analyzed as a subset based on an availability sample.

- Student Senate

Working on diversity and culture activities. Planning a Women's month and an activity board. Looking for April activities. Some suggestions were Easter, Autism Awareness and Earth Day. For Mya, graduation and a possibility of donating money for flowers. As Janice may be going on leave soon, Student Senate may need a new advisor. Dr. Rael has agreed to assist with this and fill in as advisor.

B. Shared Governance/Luna Light Bulletin

Jesse has run an article in the Luna Light on Shared Governance. A bulletin featuring the bills being worked on would be helpful as well.

C. Pictures for Shared Governance

Governance: Amanda will ask Dave while asking about the Bulletin.

D. Shared Governance Sponsored Food Pantry

It will be difficult to purchase food until the Foundation is running again, but donations are possible. The Foundation met yesterday. Shared Governance will ask Jesse or Dr. Rael if Shared Governance can take over the pantry. Matt Cordova has shelves available to put into the room.

VI. Open Bills

A. 2020-01-24.02 (Classroom Evaluation of Full Time Faculty)

Bill was combined with bill 2020-01-24.04, adding in Adjunct faculty. Assessment gathered several forms used for evaluation of faculty and improved the forms, including adjunct, dual credit and full time. Exceeds Expectations etc. was changed to a 1-5 scale to allow analysis. A rubric was developed for measuring these standards. Approved as a living document by Faculty Senate

B. 2020-01-24.04 (Classroom Evaluation of Adjunct Faculty)

Bill was merged with 2020-01-24.02

C. 2020-01-24.07 (Recurrent Trainings)

With Advisement. Waiting for bill to be forwarded. No Discussion

D. 2020-01-24.08 (Degree Audit System)

On pause while it is decided when Canvas will be implemented.

- E. 2020-02-07.01 (Campus Food)  
With Recruitment and Campus Life.
- F. 2020-02-07.02 (Spirit Gear)  
Forwarded to Staff Senate No Discussion
- G. 2020-02-07.03 (Logo Use)  
With Recruitment AND Campus Life. No Discussion
- H. 2020-02-14.02 (Class Evaluation Form)
- I. Provided by Dr. Patterson to Faculty Senate. Faculty Senate made several changes to the proposed form. A scale from 1-5 covers 20 questions. 1-Unacceptable, 2-Deficient, 3-Average, 4-good, 5- Excellent. Evaluations scoring 1, 2 or 5 will require explanations. Faculty Senate approved the form as a living document.
- J. 2020-02-28.01 (Book Ordering Assistance)  
With Staff Senate. No Discussion

VII. Action Items

- A. 2020-01-24.02 (Classroom Evaluation of Full Time Faculty) and 2020-01-24.04 (Classroom Evaluation of Adjunct Faculty)  
Motion to approve made by Kim, second by Amada.  
Motion carries.
- B. 2020-01-24.03 (Teaching Experience Full Time Faculty)  
Motion to table made by Amanda, second by Masie.  
Motion carries.
- C. 2020-01-24.07 (Recurrent Trainings)  
Motion to table made by Kim, second by Louie.  
Motion carries.
- D. 2020-01-24.08 (Degree Audit System)  
Motion to table made by Amanda, second by Kim.  
Motion carries.
- E. 2020-02-07.01 (Campus Food)  
Motion to table made by Amanda, second by Kim.  
Motion carries.
- F. 2020-02-07.02 (Spirit Gear)  
Motion to table made by Amanda, second by Kim.  
Motion carries.
- G. 2020-02-07.03 (Logo Use)  
Motion to table made by Amanda, second by Kim.  
Motion carries.
- H. 2020-02-14.02 (Class Evaluation Form)  
Motion to approve as a living document made by Amanda, second by Kim.  
Motion carries
- I. 2020-02-28.01 (Book Ordering Assistance)  
Motion to table made by Amanda, second by Louie.  
Motion carries.

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

- A. Senate Reports
- B. Shared Governance/Luna Light
- C. Pictures for Shared Governance
- D. Shared Governance Sponsored Food Pantry

Open Bills

- A. 2020-01-24.03 (Teaching Experience Full Time Faculty)
- B. 2020-01-24.07 (Recurrent Trainings)
- C. 2020-01-24.08 (Degree Audit System)
- D. 2020-02-07.01 (Campus Food)
- E. 2020-02-07.02 (Spirit Gear)
- F. 2020-02-07.03 (Logo Use)
- G. 2020-02-28.01 (Book Ordering Assistance)

IX. Adjournment

Made by Amanda, second by Masie.

Motion carries.

Adjourned at 3:44pm.

DRAFT