



# FACULTY SENATE

## MINUTES

*Regular Meeting*

*Thursday, December 13, 2018,*

*9:00 am, MEC Atrium*

### **I. Call of Meeting to Order and Establishment of Quorum**

- A. Establishment of Quorum-Established at 9:11am  
Kenneth Bachicha (Chair), Sara Vigil (Secretary), Sierra Fernandez (Senator/Adjunct), Geno Castillo (Senator/STEM/Business), Daniel Twitchell (Humanities/Early Childhood/Adult Education Senator), Kimberly Sena (Allied Health Senator), Sherry Goodyear (Satellite Senator), Linda Salazar, (ex-officio/LRC), Eugene Sandoval (Trades Senator), Rick Baca (Humanities Faculty), Susan Grohman (Nursing Faculty), Lucia Gomez-Vaughan (Nursing Faculty), Joy Shrum (Nursing Faculty), Brenda Wagner (Business Faculty), Leticia Griego (Business Faculty), Reyes Coca (Business Faculty), Anthony Baca (Trades Faculty), Vanessa Torres (Proxy for Breanna Gould, Vice Chair).
- B. Call Meeting to Order @ 9:11am

### **II. Approval of Agenda**

- A. Motion to approve agenda with addition of item I. Toys for Tots by Gene, Second by Geno. Motion Carried.

### **III. Approval of Minutes from Nov. 9, 2018 Meeting**

- A. Motion to table Nov. 9<sup>th</sup> minutes by Kimberly, Second by Gene. Motion Carried.

### **IV. Informational/Discussion Items:**

- A. Reports from all officers & senators:
- Kenneth Bachicha & Geno Castillo Shared Governance Council- Next in-service will address shared governance council. Previous meeting discussed structure and continued working on various policies. Council will be invited to next FS meeting.
  - Gene Sandoval Senator of Trades-lots of opening in Trades for adjunct & full-time instructors. NATEF deadline was not met, but department will try to apply again next year.
  - Sierra Fernandez Senator of Associate Members-Adjuncts need to be involved more and supported. Other faculty suggested adjunct also be invited/required to participate in graduation and CLOA presentations and submission.
  - Geno Castillo Senator of STEM and Business-STEM Thanksgiving drive & coat drive was a success. As the semester came to an end, data showed that the ACE lab was a success and very busy with students seeking tutoring. This coming semester Math 102 will be taught, which is the combination of the two developmental math courses. Faculty is busy working on CLOAS and WEAVE.  
Leticia Griego-Business- The business department is training

adjuncts to enter WEAVE information/data. Positive growth is evident in the department with class offerings up to 61 credits and enrollment has doubled.

- Sherry Goodyear Satellite Senator-Luna partnered with the Springer Chamber of Commerce to put on a community Christmas program at the Springer site auditorium.
- Linda Salazar Senator Ex Officio, Learning Resource Center-LRC has previously lent out textbooks, but newer textbooks are not available. LRC also provided 5 laptops to the R&C registration event. LRC also assisted Collision Repair department purchase new software.
- Kimberly Sena Senator of Allied Health Sciences and Nursing Parking lot is being expanded at Allied Health, which was greatly needed. LPN mobility program is being utilized. Nursing, through HED funding grant, is purchasing Sim Annie, which will assist in a more realistic and assessable simulation of medical practices.
- Daniel Twitchell Senator of Humanities, ABE, Education-Faculty presented and prepared for CLOA presentations and entered WEAVE information and data.

- B. Faculty Senate By-laws-Kenneth proposed that by-laws possibly be adjusted to increase the required number of BOT meeting attendance to 2 or 3 instead of the currently required 1. Shared Governance meetings would also count towards meeting attendance.  
Sierra suggested that the requirement be 3, since meetings are important, informative, and supports shared governance. Gene suggested that the requirement be 2, since schedules are highly booked with other duties and 2 would require 1 meeting per semester. Discussion ensued.
- C. Senators Responsibilities- Kenneth suggested that senators needed to ensure that they were fulfilling their senator duties, such as contacting other departments that the senator may represent. There is also a need for senators to create membership portfolios, which will be submitted at the end of semester to indicate that their benchmarks and requirements were met. This will help to ease the end of year paperwork and improve FS report. Senators should also be aware that term limits are coming up for multiple senators, so encourage other faculty to join FS for the upcoming term.
- D. Faculty Senate Committee Membership-Election committee and Professional Development committee needs membership. Curriculum Committee has full membership. These committees meet outside FS meeting times and Vice Chair will organize committees and their memberships.
- E. R & C – Sierra Fernandez-Based on pilot year, R&C was restructured to include 4 sub-committees that will work to accomplish the goals for R&C. 3 year Retention plan is almost complete. R&C Chair and Vice Chair will be presenting at NMHEAR in February.
- F. Discussion about CLO Presentations-CLOA presentations were a success. This year CLOA presentations were more streamlined, which helped with WEAVE understanding and encouraged departments to work together to get them complete.

- G. Faculty Guidelines Review- Leticia Griego- VP assigned this to Leticia as her release time project. As she reviewed the guidelines she noticed that the guidelines were not accurate to how things are done at the college, and language of the guidelines were not consistent. Lots of discussion ensued about issues with the guidelines and it was decided that faculty would continue to review guideline and email Leticia with their suggestions, concerns, comments, etc.
- H. January Faculty In-Service Week-Kenneth called for faculty input on what in-service should include, as well as a request for times for presentations.
- I. Toys for Tots-With the donation from President Serna, 51 gifts were purchased. Faculty members will work to wrap and distribute toys to local area kids and schools.

**V. Action Items**

- A. Faculty Senate Amendment to By-Laws
  - Gene made a motion to revise by-laws to increase BOT meeting attendance requirement to 2, Second by Geno. Motion Carried.
- B. Membership Participation
  - Kim made a motion to support the membership participation portfolio, Second by Gene. Motion Carried.

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

- Portfolio Checklist
- Approval of November Minutes

**VII. Adjournment**

- Geno made a motion to adjourn at 11:07. Second by Gene. Motion Carried.