

CNM Faculty Senate Meeting Minutes

Date: 7-17-2015	Time: 1:05 pm	Location: Smith Brasher 132	
Attendees	Chair <input checked="" type="checkbox"/> Judith Tomasson (SAGE)	Vice-Chair <input checked="" type="checkbox"/> Christine Burns (BIT)	Secretary <input checked="" type="checkbox"/> David Valdés (SAGE)
	Treasurer <input type="checkbox"/> Phelan Gavaldon (AT)		
	<input checked="" type="checkbox"/> Nariman Arfai (CHSS PT)	<input checked="" type="checkbox"/> Leonard Madrid (CHSS FT)	
	<input checked="" type="checkbox"/> Elizabeth Baros (BIT PT)	<input checked="" type="checkbox"/> Debra Mitra (CHSS FT)	
	<input checked="" type="checkbox"/> Eric Barros (AT FT)	<input checked="" type="checkbox"/> Sue Taylor (CHSS PT)	
	<input checked="" type="checkbox"/> David "Jim" Batzer (BIT FT)	<input checked="" type="checkbox"/> Aaron Wilson (MSE FT)	<input checked="" type="checkbox"/> Sandra Alden (ACE Rep)
	<input checked="" type="checkbox"/> John "Mark" Danley (MSE FT)	<input type="checkbox"/> Myra Reed (SAGE PT)	<input checked="" type="checkbox"/> Mark Cornett (DRC Rep)
	<input checked="" type="checkbox"/> Kathy Kaestner (HWPS FT)		<input checked="" type="checkbox"/> Rudy Garcia (Dean of Students)
Guest(s)			
I. Quorum 1:09 pm			
Established by 12 voting members.			
II. Approval of Agenda			
1 st : 2 nd : Opposed:			Action Taken
III. Approval of Minutes from <i>previous</i> Meeting 1:18 pm			
<p>A. Senate will look at (1) accessibility issues with content created by faculty, and (2) best practices for the textbook adoption process relative to accessibility.</p> <p>B. Number of students in lab classes (from 24 to 30 students on Main Campus). This will be on the September agenda of the Faculty Management Team (the first stop).</p> <p>C. Invitation to VPAA to share goals for Academic Affairs.</p> <p>1st: Sen. Danley 2nd: Sen. Wilson Opposed: None</p>			See notes on the left for Fall agenda items.

CNM Faculty Senate Meeting Minutes

IV. SCC (Sustainability Curriculum Committee) 1:38 pm		Presenter
<p>Shall the Faculty Senate accept this committee's proposal to become a standing sub-committee of the Faculty Senate?</p> <p>Suggestion: approve the committee with the condition that the Bylaws will be reviewed/revised within a year.</p>		Sen. Tomasson
Actions Taken	Person Responsible	Deadline
<p>SCC Approved under the Bylaw Review Condition stated above – Motion below.</p> <p>1st : Sen. Arfai 2nd : Sen. Burns Opposed: None</p>		
V. Updates on FS projects, Other Updates, FS Fall Meeting Schedule 1:49 pm		Presenter
<ul style="list-style-type: none"> • Updates to the FS Community Site (at learn.cnm.edu) have been updated. • One volunteer from each school is requested to collect and send the FS Chair information on all faculty teams within a given school. <ul style="list-style-type: none"> ○ Could be added to Senator-Dean meeting guidelines in the Outreach & Communication Protocol ○ A chart will be very helpful to faculty. ○ Would it be helpful to include the names of the members of these teams? <ul style="list-style-type: none"> ▪ The name of the team, a link, and a contact person seems like an appropriate scope of information. ▪ Deans can perhaps help by requesting teams to maintain a web presence. • Every senator has access to the work of each FS sub-team on the community site. • There could be a Public community site for all faculty and a separate Private community site for FS members only. • Fall Meetings 1-3 pm <ul style="list-style-type: none"> ○ Sept 18 ○ Oct 16 ○ Nov 20 ○ <i>No Meeting in Dec</i> ○ <i>Retreat TBA</i> ○ Jan 22 (fourth Friday for this month only) ○ Feb 19 ○ Mar 18 		Sen. Tomasson

CNM Faculty Senate Meeting Minutes

<ul style="list-style-type: none"> ○ Apr 15 ○ May 20 ○ Jun 17 ○ Jul 15 ○ <i>No Meeting in August</i> • Focus groups are being held on CNM Values and how they fit into work practices and performance evaluations. • New CNM Values: Be... Connected, Caring, Ethical, Inspiring, Courageous 		
Actions taken	Person Responsible	Deadline
<ol style="list-style-type: none"> 1. Convocation data will be sent to all FS members. 2. Outreach & Communication Protocol Sub-team will determine ways to elicit information by senators on teams/committees within each school. This will be brought back to the senate. 3. Focus group sessions on CNM Values will be forwarded. 	<ol style="list-style-type: none"> 1. Sen. Danley 2. Sen. Valdés 3. Sen. Tomasson 	<ol style="list-style-type: none"> 1. 6-24-15 2. First Fall Meeting 3. 6-24-15
VI. Formal/Informal Student Complaint Procedure 2:22 pm		Presenter
<ul style="list-style-type: none"> • The informal procedure of complaints seems to be that students can simply go to the Dean or Associate Dean of the School directly. <ul style="list-style-type: none"> ○ This may be a way for students to intimidate faculty. ○ One PT and one FT faculty resigned over a student complaint. ○ What is the process for substantiated student complaints? ○ These complaints have gotten into PT references. ○ What is the evidence for the above? • FS can help clarify complaint procedures and ensure an unbiased experience. • Faculty may or may not be notified if a complaint has been made. • Deans (BIT) may deal with the student alone if the complaint seems unreasonable. • Do faculty have a chance to rebut? <ul style="list-style-type: none"> ○ Yes, but admin may have become overzealous in advocating for students • One student complaint can "snowball" into policy changes. • If faculty is told how to teach classes this is a violation of academic freedom. • These practices can promote grade giving by the PT faculty to avoid student complaints. • More than 10 instances in the last two years. • If admin deals with the issue using clear policies than this may not need to be addressed. • If this is a grey area that may become official then the faculty should be notified and be involved in the conversation. Faculty deserve the opportunity to explain his/her perspective. 		Sen. Arfai

CNM Faculty Senate Meeting Minutes

<ul style="list-style-type: none"> • One senator had a complaint with which it was felt that the Dean did a spectacular job. • Students may feel intimidated as well. • The complaint process should include at least one PT or FT third party to act as an unbiased party. • See Federal/State Laws on student complaints related to job references. <p>Solutions:</p> <ul style="list-style-type: none"> • The FS can explore the current process(es). <ul style="list-style-type: none"> ○ Related to permanent filing ○ Related to job references 		
Actions to be taken	Persons Responsible	Deadline
1. Collect information on all student complaint processes.	1. Senator(s) that meet with the Dean (in accordance with the Outreach & Communication Protocol – to be discussed during the Fall)	1. End of Fall 2015
VII. Ad-hoc Teams (Did not get addressed)		Presenter
Actions to be taken	Person Responsible	Deadline

CNM Faculty Senate Meeting Minutes

VIII. Announcements 2:55 pm	Presenter
1. ACE has tutors for just about everything. ACE would like to address how to communicate services. Contact Don McIver. 2. Link to convocation responses has been sent by Sen. Danley. Note: Non-voting members are supposed to attend only for the first hour of the meeting.	Sandra Alden
IX. Adjournment and Next Meeting	
Next Meeting: September 18, 2015 from 1-3 pm. Location TBA. Motion to Adjourn 1 st : Sen. Wilson 2 nd : Sen. Taylor Opposed: None	N/A