

CNM Faculty Senate Meeting Minutes

Date: 9/16/2011 (FRI)	Meeting Time: 1:00 pm. – 3:00 pm.	Meeting Location: SB-103	
Attendees	Chair <input checked="" type="checkbox"/> Barton Bond (AT)	Vice-Chair <input type="checkbox"/> Cef Garcia-Heras (SAGE)	Secretary <input checked="" type="checkbox"/> Julia So (CHSS)
	Treasurer <input checked="" type="checkbox"/> Judith Tomasson (SAGE)	<input type="checkbox"/> Suzanne Buck (CHSS)	<input checked="" type="checkbox"/> Michael Crane (MSE)
	<input checked="" type="checkbox"/> Shanna Davis (HWPS)	<input checked="" type="checkbox"/> Steve Glass (MSE)	<input type="checkbox"/> Lynne Lucero (SAGE)
	<input checked="" type="checkbox"/> Roderigo Padilla (Acad Advisement)	<input checked="" type="checkbox"/> Amy Rademacher-Neel (HWPS)	<input type="checkbox"/> Patricio Rojas (MSE)
	<input checked="" type="checkbox"/> Jennifer Schardt (HWPS)		
Guest(s)	Colin Olson & Rinita Mazumdar from CHSS		
I. Call to Order: Senate Chair Barton Bond called the meeting at 1 PM.			
II. Approval of Agenda			Action Taken
No printed agenda were distributed. It was written on the board and amended with the introduction of guests, Colin Olson and Rinita Mazumdar from CHSS. The two faculty members will be joining the Senate.			
III. Approval of Minutes			Action Taken
No printed copies of the July meeting minutes were distributed. The approval for the July meeting minutes was deferred to the October meeting.			
IV. Old Business			
Discussion Item			Presenter
New Senate member: John Beach from BIT will be possibly joining the Senate.			Barton Bond
Actions to be taken		Person Responsible	Deadline
No action needed.			
Discussion Item			Presenter
Students Evaluation of Instruction: Michael Crane will be meeting with VP Pitonzo on 9/27 to discuss the objectives of the student evaluation, the variables needed to be operationalized, the administration process of the evaluation, as well as how the collected data will be used.			Barton Bond/Michael Crane

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Actions to be taken	Person Responsible	Deadline
All senators as asked to forward their concerns to Michael before he meets with VP Pitonzo.		ASAP.
Discussion Item		Presenter
<p>Campus-wide Communication Issues: Two recent incidents occurred via e-Mails have aroused serious concern among the faculty. The first one was the information about a change in pay period that was not sent to all adjuncts who were to be affected by the delay. The second one was the information on the upcoming Assessment Workshop that was not announced uniformly and accurately to all faculty. As a result, not all adjuncts who were to be impacted by the change received timely information on the change of pay period. Secondly, faculty received unclear and mixed information regarding the purpose of the Assessment Workshop, its facilitator, as well as the participants. The group discussed how critical information was not disseminated uniformly or systematically within CNM. Information announced from senior administrators, at times, was incorrect, incomplete, and/or untimely. The group agrees that CNM faces an opportunity to create a document that clearly describes the <i>what, who, when, and how</i> on campus communication--what is to be disseminated, who is responsible to disseminate such information, who the recipients are, when to disseminate and what medium is to use for dissemination. The group agrees to discuss with VP Pitonzo about this issue, but they also understand the importance to provide some solutions.</p>		Barton Bond
Actions to be taken	Person Responsible	Deadline
All senators are asked to come up with some possible solutions for an effective mode of communication college-wide.		By our October meeting.
Discussion Item		Presenter
<p>CNM Board Meetings: Bart mentioned that a CNM board or trustee, Blair Kaufman, once complimented the staff and faculty on their work in the addition of programs. The board agenda usually is published a week before the board meeting in the legal notice section of the Journal. Roderigo said he received the agenda the day before the board's meeting from his office.</p>		Barton Bond
Actions to be taken	Person Responsible	Deadline
Bart encourages all senators to attend board meetings which are held every third Tuesday of the month from 5 PM to 6:30 PM.		
V. New Business		
Discussion Item		Presenter

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Meetings with VP Pitonzo: Bart will arrange a series of meetings between VP Pitonzo and faculty, both full-time and part-time. The meetings are to be held after mid-October, one at each location. The purpose of the meetings is to open a dialogue between faculty and administration on topics that concern both parties.		Barton Bond.
Actions to be taken	Person Responsible	Deadline
<ul style="list-style-type: none"> ○ Bart asked all senators to personally invite key faculty members from their school to attend the meeting. ○ Bart will draft an e-Mail invitation for all senators to use. This will ensure the same message will be sent to each respective school. ○ Once the senators receive the e-Mail invitation from Bart, they are to forward the invitation to their respective schools and collect names from their schools. 		<ul style="list-style-type: none"> ○ Within the next week. ○ As soon as they receive the e-Mail invitation from Bart.
Discussion Item		Presenter
Open Forum by President Winograd: Bart mentioned that President Winograd is open to the idea of conducting more campus forums this coming academic year.		Barton Bond.
Actions to be taken	Person Responsible	Deadline
No action needed.		
Discussion Item		Presenter
Classroom Observation All schools are gearing up to hold classroom observations of their newly hired adjuncts.		Open discussion.
Actions to be taken	Person Responsible	Deadline
Amy asked all senators to compare the components of professional review of full-time faculty with the teaching review of adjuncts. Such information can be viewed at: http://www.cnm.edu/depts/academicaffairs/AA_key_processes.php		By October meeting
VI. Adjournment		
Future meetings will be on 10/21/2011, 11/18/2011 and 1/20/2012. The meeting was adjourned at 3:05 p.m.		Next Meeting: 10/21/2011 at 1 PM. Location: TBA