

CNM Faculty Senate Meeting Minutes

Date: 09/21/2012 (FRI)	Meeting Time: 1:00 pm. – 3:00 pm.	Meeting Location: MS-420	
Attendees	Chair <input checked="" type="checkbox"/> Michael Crane (MSE)	Vice-Chair <input checked="" type="checkbox"/> Judith Tomasson (SAGE)	Secretary <input checked="" type="checkbox"/> Steve Glass (MSE)
	Treasurer <input checked="" type="checkbox"/> Cef Garcia-Heras (SAGE)	<input checked="" type="checkbox"/> Phelan Gavaldon (AT)	<input type="checkbox"/> Jason Manzanares (AT)
	<input checked="" type="checkbox"/> Barbara Bates (BIT)	<input checked="" type="checkbox"/> Kalynn Pirkl (BIT)	<input checked="" type="checkbox"/> Maxine Freed (CHSS)
	<input checked="" type="checkbox"/> Rinita Mazumdar (CHSS)	<input checked="" type="checkbox"/> Andy Russell (CHSS)	<input type="checkbox"/> Ron Reid (CHSS)
	<input checked="" type="checkbox"/> Shanna Davis (HWPS)	<input type="checkbox"/> Amy Rademacher-Neel (HWPS)	<input checked="" type="checkbox"/> Jennifer Schardt (HWPS)
	<input checked="" type="checkbox"/> Colleen McNamara (MSE)	<input type="checkbox"/> Roderigo Padilla (Acad Advisement)	
Guest(s)	Robin Ramsey, CCC		
I/II . Determination of Quorum & Call to Order: Michael called the meeting to order at 1:00PM. A quorum was present.			
III. Approval of Agenda			Action Taken
The agenda was approved by acclamation.			Agenda was approved by acclamation.
IV. Approval of Minutes from July 2012 Meeting			Action Taken
Minutes were reviewed and approved by acclamation.			Minutes were approved by acclamation.
V. CCC Bylaws Changes			Presenter
Robin summarized planned improvements to the curriculum, including the acquisition of new software to facilitate proposed curriculum changes, and the role of the CCC in curriculum modifications. She described the composition of the CCC and the role of the FS in reviewing CCC membership. Current CCC members were listed for FS information and review. Robin discussed the CCC process as described in Section V of the CCC Bylaws, and clarified the CCC voting rules. Proposed changes for prerequisites and corequisites must go through the CCC. The FS discussed the CCC Bylaws and provided suggestions for modification (see the annotated version of CCC Bylaws).			Robin Ramsey
Actions taken		Person Responsible	Deadline
Steve Glass moved for adoption of CCC bylaws with suggested language changes; Phelan seconded. The motion passed.			

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VI. PT Faculty Assignment Process		Presenter
<p>Michael described proposed improvements to the PT faculty assignment process, as summarized in the document previously circulated by email. The objective is to inform PT faculty well in advance of their assignments. FT faculty will eventually make course selections one year in advance so PT faculty, especially those teaching in multiple schools, can make selections one semester in advance. (Andy noted that the 2-term FT faculty preference over PT faculty has been removed from the union contract. The discrepancy between FT and PT pay during the summer semester was reviewed and discussed.) Administration requests FS input regarding the proposed PT assignment process plan. HWPS may have difficulty because of course and instructor scheduling challenges. Andy expressed his concern that the faculty union was not mentioned as a stakeholder in the Academic Affairs Council document; Barbara responded that PT faculty, not the union, are stakeholders. Colleen and Barbara suggested informing administration that FS supports the proposed plan, but that HWPS may need to use another process. Barbara suggested language clearly indicating that PT assignments are not definite. FS members expressed support for a pilot of the proposed procedure. Andy suggested that post-assignment PT schedule changes should not be made arbitrarily.</p>		Michael Crane
Actions to be taken	Person Responsible	Deadline
<p>HWPS faculty will be asked about the proposed plan, and responses will be shared with FS. Michael will inform administration that FS supports a one-year pilot of the proposed procedure, including separate surveys of FT faculty, PT faculty and administration to collect feedback. Administration will also be informed of FS concerns about last-minute changes in PT schedules.</p>	<p>Jennifer Schardt, Shanna Davis Michael Crane</p>	<p>October FS meeting ASAP</p>
VII. Electronic Devices in the Classroom		Presenter
<p>Michael noted that different schools have different policies regarding electronic devices in the classroom. Expansion of the use of electronic devices requires a modification of outdated policies. Cef noted that a college-wide policy is needed to allow each individual instructor to specify how and if electronic devices can be used in his/her classroom. Phelan suggested using student acknowledgement forms.</p>		Michael Crane
Actions to be taken	Person Responsible	Deadline
<p>Senators will discuss with faculty colleagues to evaluate possible approaches to electronics in the classroom.</p>	Senators	October FS meeting
VIII. Calendar Proposals		Presenter
<p>Michael briefed the FS on three new calendar proposals (16-16-12, 15-15-12 and 16-16-8). Deans' Council requests FS feedback, but did not provide parameters for feedback. FS does not support the apparent administration objective of forcing a one-size-fits-all approach, aligned with APS and UNM.</p>		Michael Crane

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<p>FS members expressed concern about impacts on financial aid and child care for students. Barbara noted that FS collected faculty feedback about schedule changes a year ago. Judith indicated that small focus groups are needed to collect feedback from faculty.</p> <p>The FS would like to see the data the college collected over the last 2 years about the feedback faculty, students, and administrators gave regarding the proposal. The FS needs to invite the Calendar Committee to come and give the FS a report of their findings. The College needs to consider the impact that a reduced summer schedule will have on student retention. A pilot project can be done in the summer and evaluate it in terms of how well it works for students and faculty. The FS wants to see a specific proposal of how these 3 types of calendar options will affect the schedules and workloads of 3-term faculty.</p> <p>The FS sees no pressing reason to change schedules without a rigorous analysis of how these options would play out in terms of workload and quality of teaching.</p> <p>Senators expressed a preference for the 15-15-12 week model, but it is not a final vote or endorsement, only a possibility. The final word on this topic is that the FS wants more data and clear proposals about the details around these calendar options.</p>		
Actions to be taken	Person Responsible	Deadline
Invite the calendar committee to give a briefing to the FS at the November meeting Request more data from Administration.	Michael Michael	
IX. CTL Conference		Presenter
Michael informed senators about the discussion that the FS will lead about course evaluations at the CTL conference. This will provide faculty an opportunity to give feedback about the effectiveness of the course evaluations from faculty perspective.		Michael
Actions to be taken	Person Responsible	Deadline
X. Adjournment/Next Meeting		
The meeting was adjourned at 3:25 PM. Next Meeting: 11/16/2012 at 1:00 PM. Location: MS 402.		