

# CNM Faculty Senate Meeting Minutes

<b>Date:</b> 07/19/2013 (FRI)	<b>Meeting Time:</b> 1:00 pm. – 3:00 pm.	<b>Meeting Location:</b> MS-402	
<b>Attendees</b>	<b>Chair</b> <input checked="" type="checkbox"/> Michael Crane (MSE)	<b>Vice-Chair</b> <input checked="" type="checkbox"/> Judith Tomasson (SAGE)	<b>Secretary</b> <input checked="" type="checkbox"/> Steve Glass (MSE)
	<b>Treasurer</b> <input type="checkbox"/> Cef Garcia-Heras (SAGE)	<input 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 type="checkbox"/> Maxine Freed (CHSS)
	<input type="checkbox"/> Rinita Mazumdar (CHSS)	<input type="checkbox"/> Andy Russell (CHSS)	<input checked="" type="checkbox"/> Ron Reid (CHSS)
	<input type="checkbox"/> Shanna Davis (HWPS)	<input checked="" type="checkbox"/> Amy Rademacher-Neel (HWPS)	<input checked="" type="checkbox"/> Jennifer Schardt (HWPS)
	<input checked="" type="checkbox"/> Colleen McNamara (MSE)	<input checked="" type="checkbox"/> Roderigo Padilla (Acad Advisement)	<input checked="" type="checkbox"/> Janna Goodyear (SAGE)
	<input type="checkbox"/> Bonnie Bailey (SAGE)	<input checked="" type="checkbox"/> Doug Scribner (HWPS)	
<b>Guest(s)</b>	Erica Volkers		
<b>I/II . Determination of Quorum &amp; Call to Order:</b>			
Michael called the meeting to order at 1:06PM, noting the absence of a quorum.			
<b>III. Approval of Agenda</b>			<b>Action Taken</b>
The agenda was approved by acclamation.			Agenda approved
<b>IV. Approval of Minutes from June 2013 Meeting</b>			<b>Action Taken</b>
Amy noted that she was present at the June meeting. Jennifer stepped down from FS last fall and will be removed from the attendance list. Minutes, as amended, were approved by acclamation.			Minutes approved
<b>V. Course Evaluations</b>			<b>Presenter</b>
Deans' Council has asked FS to help increase response rates to course evaluations, assuming that FS fully supports the course evaluation process. There was discussion regarding technical impediments to students' participation, approaches used at other institutions and "success stories" from the software manufacturer. Further research is needed. Judith opined that the current electronic evaluation system is inaccurate. Awarding extra credit or requiring evaluation completions biases the results, and may antagonize students. More commitment by faculty to the process has been shown to increase student participation, but it is ultimately a Deans' Council responsibility to increase response rates. Colleen recounted the success of attaching an evaluation to a written final exam. Jennifer described the problems with multi-instructor classes. Judith proposed that increasing participation should be left to individual faculty, and not the FS.			Michael

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<p>Janna asked why the discussion hasn't included a return to paper evaluations, which typically yields 80% response rates, and asked how the evaluations are used. Michael has previously suggested to Deans' Council that all objectives of the evaluations (students, faculty and administration) should be determined; the suggestion elicited suspicion of an effort to change the questions and no willingness to pursue the suggestions. Colleen observed that RateMyProfessor is actually used by students, indicating that CNM course evaluations might use that model. Barbara informed the FS that students can withdraw evaluations after they are submitted, by request to administration. Barbara suggested that withholding grades or credentials until course evaluations are completed is the best approach to ensuring participation. Roderigo responded with his observation that many students never check their grades, and isn't a basis for increasing participation. Jennifer suggested that FS respond to Deans' Council with an assurance that faculty will be encouraged to support the evaluation process.</p>		
<b>Actions to be taken</b>	<b>Person Responsible</b>	<b>Deadline</b>
<b>VI. Faculty Senate Blog</b>		<b>Presenter</b>
<p>Judith would like to start a FS blog. She has been exploring blogging software, and proposes that the FS blog start with the Fall 2013 semester. The tool would allow ongoing communications among members of FS. Michael observed that the suggestion box on the FS website is not used. Barbara asked if actual names would be required to add a comment to the blog, and it was observed that most blogs do require some sort of sign-in (which may be an alias). Don asked if access would be limited to CNM faculty; Michael responded that setting such limits would be difficult. Judith and Don discussed the value of limited vs. unlimited access, and noted some concerns about the potential for non-faculty masquerading as faculty. Barbara observed that content management should be adequate. Michael wondered about possible CNM limitations on the use of a blog external to CNM, if it is advertised via CNM email. The sense is that CNM Administration should support a FS blog, because it will allow rapid collection of input and would encourage communication between faculty and Administration. Barbara suggested that the blog be identified as a "faculty" tool, sponsored by FS.</p>		Judith
<b>Actions to be taken</b>	<b>Persons Responsible</b>	<b>Deadline</b>
Judith will update the draft blog she has created and send a link to FS.	Judith and FS	Within a week
<b>VII. College Service Rubric Letter to the Chairs</b>		<b>Presenter</b>
<p>Judith expressed her hope to avoid confrontation and antagonism between FS and the Deans. Michael suggested that using the AAC approach to expand the conversation, but recommended that Judith's draft letter be reserved for use if the AAC approach is unsuccessful. All agreed that issue should not be dropped.</p>		Michael
<b>Actions to be taken</b>	<b>Person Responsible</b>	<b>Deadline</b>

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<b>VIII. Calendar Proposal Committee</b>		<b>Presenter</b>
Michael observed that Deans seek +/-delta on all calendar options, but recommended that FS merely recommend a calendar decision, and discuss related issues. 15-15-12 is the best choice according to recently completed surveys. Janna suggested that FS might collect feedback about the 8-week class schedule. Michael noted that Administration plans to collect such feedback for each faculty member who taught an 8-week class. There was discussion among FS members about inconsistencies in schedule implementation between the various schools at CNM; Michael reiterated the importance of standardized loads across the college.		Michael
<b>Actions to be taken</b>	<b>Person Responsible</b>	<b>Deadline</b>
FS members will send Michael benefits and disadvantages of a 15-15-12 calendar for consideration during the August FS meeting	FS	
<b>IX. Ellucian Academy</b>		<b>Presenter</b>
Ellucian Academy requests FS input about the registration and enrollment processes July 24-25, 1330-1630. Several Senators volunteered to participate. It was noted that the scheduling is inconvenient, considering the 8-week summer class schedule.		Michael
<b>Actions to be taken</b>	<b>Person Responsible</b>	<b>Deadline</b>
Volunteer faculty will participate	FS	July 24-25, 2013
<b>X. Academic Affairs Goals for 2013/2014 Ideas</b>		<b>Presenter</b>
College service rubric, communication and expectations; faculty teaching and review process; and massive online open courses (MOOCs) were included in the draft 2013-2014 AAC goals. Jennifer drew FS attention to the standardized faculty workload goal as a particularly important issue.		Michael
<b>Actions to be taken</b>	<b>Person Responsible</b>	<b>Deadline</b>
FS will review the 2013-2014 goals list and provide feedback to AAC at their September meeting. Ensure that college service gets on the final goals list.	FS	September AAC meeting
<b>XI. Academic Affairs Communications Log</b>		<b>Presenter</b>
Michael displayed the AAC communications log, noting his comments during the last meeting. Michael recounted his reply to a recent request from the Academic Affairs Committee for suggested 2013-2014 goals.		Michael
<b>Actions to be taken</b>	<b>Person Responsible</b>	<b>Deadline</b>
<b>XII. UNMFS resolution on MMOCs</b>		<b>Presenter</b>
UNMFS is concerned that MOOCs implementation will eliminate faculty positions. Janna and Don observed that MOOCs does not imbue reasoning capability into students. Barbara asked about how MOOCs affect		Michael

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accreditation; Michael responded that an accredited exam is required for students to be given credit. Barbara observed that a single final exam is insufficient to ensure that students learn the material.		
<b>Actions to be taken</b>	<b>Person Responsible</b>	<b>Deadline</b>
FS members should find out more information about MOOCs to prepare for the inevitable implementation of MOOCs at CNM.	FS	
<b>XIII. Announcements</b>		
There were no announcements.		
<b>XIV. Adjournment and next meeting</b>		
The meeting was adjourned at 3:02 PM. Next Meeting: 08/00/2013 Location: MS 401		