

# CNM Faculty Senate Meeting Minutes

Attendance	<b>Date: 1-27-17</b>	<b>Time: 1 pm – 3 pm</b>	<b>Location: MS-301</b>	
<b>School</b>	<b>Checked Box Indicates Presence</b>		<b>Names of Voting Members: First Last (alphabetical)</b>	
<b>AT</b>	<input checked="" type="checkbox"/> Eric Barros (Vice Chair)	<input checked="" type="checkbox"/> Diana Lucero	<input type="checkbox"/>	<input type="checkbox"/>
<b>BIT</b>	<input checked="" type="checkbox"/> David “Jim” Batzer	<input checked="" type="checkbox"/> Charles Milazzo (Treasurer)	<input checked="" type="checkbox"/> Robert Stone	<input type="checkbox"/>
<b>CHSS</b>	<input checked="" type="checkbox"/> Debarashmi Mitra	<input checked="" type="checkbox"/> Daniel Peterman	<input checked="" type="checkbox"/> Phillip Schoenberg	<input checked="" type="checkbox"/> Sue Taylor (Secretary)
<b>HWPS</b>	<input type="checkbox"/> Karen Ball	<input checked="" type="checkbox"/> Renee Barela-Gutierrez	<input checked="" type="checkbox"/> Christopher O’Donnell	<input type="checkbox"/>
<b>MSE</b>	<input checked="" type="checkbox"/> Terri Koontz	<input checked="" type="checkbox"/> Patricio Rojas	<input checked="" type="checkbox"/> Scott Whitlock	<input type="checkbox"/> Aaron Wilson
<b>SAGE</b>	<input type="checkbox"/> Aaron Cowan	<input checked="" type="checkbox"/> Everetta Mora	<input checked="" type="checkbox"/> David Valdés (Chair)	<input type="checkbox"/>

<b>CNM Offices &amp; Representatives (Non-Voting)</b>	ACE Learning Center	<input type="checkbox"/> Don McIver
	CNM Connect	<input type="checkbox"/> Herbert Hathaway
	Dean of Students	<input type="checkbox"/> Dr. Rudy Garcia
	Disability Resource Center	<input checked="" type="checkbox"/> Mark Cornett
	Student Government	<input type="checkbox"/>

<b>Guest(s)</b>	Lis Turkheimer, DRC, Linda Martin, MSE, Molly Bloomhoefer, Sustainability, Katherine Gustafson, SAGE
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<b>Quorum (1/2 of the senate membership)</b>	<b>Action Taken</b>
Quorum established	

<b>Approval of Agenda</b>	<b>Action Taken</b>
Move to accept – Chris O’Donnell, seconded Scott Whitlock. Motion passed.	

<b>Approval of Minutes from Previous Meeting</b>	<b>Action Taken</b>
Several corrections of typographical errors were pointed out. Chris moved to accept as amended, seconded by Terri. Motion passed.	

<b>Announcements</b>	<b>Action Taken</b>
Student Complaint form: David pointed out that the link had been updated to go directly to the form. Faculty Senate Snapshot: this was in response to some inquiries. This can be shared with other faculty as well. AA Tech Standards Committee Report included for our information.	

<b>Topic: DRC Substitute Courses</b>	<b>Presenter</b>
<p>Course substitution is considered a valid form of accommodation. The new policy does not or will not impact accreditation. Course waiver is also a valid form of accommodation but that may impact accreditation.</p> <p>Course substitution is a process that would be initiated by a student with a letter of advocacy and who is already working closely with DRC and an achievement coach. DRC will contact Dean of the school for the course and the Dean of the school for the student’s major. Together they will look at the student outcomes for a course and investigate whether or not these outcomes can be met with another course. It is important for faculty to be involved once the school Dean has been contacted. Presumably it would be a student close to graduation and who is looking to enroll in a different class. The new course has to support school learning outcomes. Whenever a student initiates this process it is not guaranteed that an alternative course can be found. DRC does not want to create a course substitution list – that may evolve over time but for now each request needs to be addressed individually and be properly documented for due diligence.</p>	<p>Mark Cornett Lis Turkheimer</p>

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There was a request for an example. It has not happened often in the past, but that may be because there has not been a process. Lis gave an example of a student in Integrated Studies with a short term memory issue who was having problems with Math 1210. Someone from BIT, MSE, and DRC looked at other quantitative courses that had similar learning outcomes – found one that they could pair with a different gen ed class so they could meet all the learning outcomes. This would work for an Integrated Studies student but may not for a psychology student, for example, because of the different needs in the programs.

Another example – a student was in a keyboarding class in a BIT class. Part way through the course she developed Reynaud’s disease. She was not able to type and was allowed to use voice recognition software.

The process will be posted Academic Affairs Key Processes page.

Actions Taken	Person Responsible	Deadline
Document was emailed so we can look at it more thoroughly.		

<b>Topic: Revised Accommodation Statement</b>		<b>Presenter</b>
<p>This is the result of work done by DRC advisory committee Structure to the statement – three important sections</p> <ol style="list-style-type: none"> <li>1. What is this document</li> </ol> <p>Important point - in no way is this intended to interfere with the academic rigor of the class.</p> <ol style="list-style-type: none"> <li>2. What are instructor’s responsibilities</li> </ol> <p>Six points in this section. Confidentiality is important. Also, there is a team to help instructors and that sometimes certain accommodations cannot be complied with.</p> <ol style="list-style-type: none"> <li>3. What are student’s responsibilities</li> </ol> <p>There are seven points here. One is that accommodations are not retroactive. Also, not all accommodations can be accomplished immediately. Some classes require additional considerations and at times must be addressed before the term starts. If a student wants to change their accommodations after the term has started they must meet with the instructor.</p> <p>Students must initial the accommodations they want to utilize. The Instructor also has the opportunity to indicate potential issues with meeting the accommodations - this provides documentation and also will initiate a follow-up meeting. If instructor wants to modify terms of accommodations it also has to be discussed.</p>		Linda Martin
Actions taken	Person Responsible	Deadline

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<b>Topic: SCC Update on Energy Policies at CNM</b>		<b>Presenter</b>
<p>CNM is mandated to certify for the state that our facilities meet certain standards. We've been adjusting to things like temperature setbacks in newly-renovated buildings. Now if the temperature is too warm or cold you can put in a ticket for that. She reminded us that it's important sign off computers so others may use them. Question was asked about thermostats in the rooms – they are adjustable within narrow limits. She is now keeping track of the effectiveness of the new policies in terms of cost savings. She will start reporting those figures.</p>		Molly Bloomhoefer
<b>Actions to be taken</b>	<b>Persons Responsible</b>	<b>Deadline</b>

<b>Topic: Textbook Adoptions Review</b>		<b>Presenter</b>
<p>David asked for volunteers to review policy. Phillip and Jim volunteered.</p>		David Valdés
<b>Actions to be taken</b>	<b>Person Responsible</b>	<b>Deadline</b>
<p>They will look at it before next meeting and report back.</p>	<p>Jim Batzer Phillip Schoenberg</p>	

<b>Topic: DL Master Courses – Continued Discussion</b>		<b>Presenter</b>
<p>There is some friction concerning master courses. David shared a letter he has drafted to Sydney concerning this. David explained that he sees an unanswered question moving forward. The question was raised about whether he was conflating DL policies and Online College and is that what he intended. A grievance has been filed by the union. Our role/mission as FS is to ensure that faculty voices are heard in academic policies but it is not to get involved in labor-management issues. Is the purpose of the letter to establish a standard for online college – he responded that he wants to ensure faculty voice on issues like definition of master courses, master course shells, guidelines for faculty, etc. for the Online College specifically. Re: two deans – does that include Online College dean and one other or two deans besides dean of Online College? He said either way. It was suggested to remove some references to DL courses from the letter – to make it clearer that the focus is on the Online College.</p>		

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<p>Comment that Master Shells violate the ideal that faculty own the curriculum. David explained this is one of the issues being clarified in the grievance, though the term “own the curriculum” does not actually exist. We are assured in the CBA that we have academic freedom.</p> <p>Issue raised about the difference between master course and master syllabus and which violates academic freedom or are they becoming the same thing? It was also expressed that perhaps what we need are best practices guidelines. David asked how we feel about the letter now and should it be sent?</p> <p>Concerns were also expressed about the reasons for Online College and its impact on the reputation on CNM. Questions were raised that David promised to ask.</p> <p>David moved to vote on the letter, Chris seconded. Motion carried with one abstention.</p> <p>Results of the vote on shall he send the letter: 12 yes, 0 no, 4 abstentions. Yeas carried.</p>		
<b>Actions to be taken</b>	<b>Person Responsible</b>	<b>Deadline</b>
David will send letter		

<b>Topic:</b>		<b>Presenter</b>
<b>Actions to be taken</b>	<b>Person Responsible</b>	<b>Deadline</b>

<b>Call to Adjourn</b>	<b>Action Taken</b>
Robert moved to adjourned, Terri seconded. Motion carried. Meeting adjourned at 3:06 pm.	