

CNM Faculty Senate Meeting Minutes

ATTENDANCE

	Date: 6-29-18	Start Time: 1 pm	Location: SRC-126	
School	Checked Box Indicates Presence			<i>Names of Voting Members: First Last (alphabetical)</i>
AT	<input checked="" type="checkbox"/> Eric Barros (Vice Chair)	<input checked="" type="checkbox"/> Diana Lucero	<input checked="" type="checkbox"/> Heidi Tahquechi	<input type="checkbox"/>
BIT	<input checked="" type="checkbox"/> D. Jim Batzer (Tech Officer)	<input type="checkbox"/> Robert Stone	<input type="checkbox"/>	<input type="checkbox"/>
CHSS	<input checked="" type="checkbox"/> Debarashmi Mitra	<input checked="" type="checkbox"/> Daniel Peterman	<input type="checkbox"/> Melanie Viramontes	<input type="checkbox"/> Amy Whitfield
HWPS	<input checked="" type="checkbox"/> Renee Barela-Gutierrez	<input checked="" type="checkbox"/> Charles Fatta	<input type="checkbox"/> Sean Haaverson	<input type="checkbox"/>
MSE	<input type="checkbox"/> Richard Elder	<input checked="" type="checkbox"/> Melissa Franklin	<input type="checkbox"/> Bradley Knockel	<input type="checkbox"/>
SAGE	<input type="checkbox"/> Aaron Cowan (Secretary)	<input checked="" type="checkbox"/> Everetta Mora (Treasurer)	<input checked="" type="checkbox"/> David Valdés (Chair)	<input type="checkbox"/>

CNM Offices & Representatives (Non-Voting)	ACE Learning Center	<input type="checkbox"/> Don McIver
	CNM Connect	<input type="checkbox"/> Herbert Hathaway
	Dean of Students	<input type="checkbox"/> Christopher Cavazos
	Disability Resource Center	<input type="checkbox"/> Ann Lyn Hall
	Student Government	<input type="checkbox"/> Jimmy Thompson

Guest(s)	Lissa Knudsen, Marsha Cline (filling in for Melanie Viramontes)
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GETTING STARTED

Quorum (1/2 of the senate membership)		Proceed with Meeting
*Quorum Present <input checked="" type="checkbox"/> No Quorum Present <input type="checkbox"/> *Quorum established at 1:30 pm.		YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>

Approval of Agenda		Proceed with Meeting
Changes:	Motion to Approve: Sen. Barros Second: Sen. Tahquechi Yay: Unanimous approval Nay: Abstain:	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>

Approval of Draft Minutes from Last Meeting		Approval Status
Changes:	Motion to Approve: Sen. Barros Second: Sen. Mora Yay: Unanimous approval Nay: Abstain:	Approved With Changes <input type="checkbox"/> Approved, As Is <input checked="" type="checkbox"/> Not Approved <input type="checkbox"/>

Announcements		Action Taken
<ul style="list-style-type: none"> • Gen-ed changes are coming • Enrollment is down 		

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TOPICS AND ACTIONS

Topic: Faculty Senate Representative on the Cooperative for Teaching and Learning		Presenter
<p>FS Rep on the CTL to replace Dan Peterman. Duties and meeting times discussed. No volunteers yet. Contact Dan with questions.</p> <p>This is a voting role. Things you will be involved with are:</p> <p>CTL Conference planning New Faculty Institute</p> <p>Tuesdays 3-4:30 pm are the usual meeting times. This is weekly, only if you serve on both major sub-teams. Other sub-teams meet at their own discretion.</p>		David Valdés
Actions	Person Responsible	Deadline

Topic: Financial Audit by Faculty Senate Treasurer		Presenter
<p>Sen. Mora reported \$306 in the FS account held at the CNM Foundation. No new contributions were made. Ways of contributing to fund were discussed. Should this be sent to all CNM? Discussion of history of contributions. Discussion of what funds are used for.</p>		Everetta Mora
Actions	Person Responsible	Deadline
Everetta will send information of ways folks can donate to the senate.	Everetta Mora	7-27-18

Topic: CCC By-laws Vote		Presenter
<p>CCC By-laws vote: Recommendations were made based on Brian Sailer's presentation from last meeting. Sections II, III, and IV reviewed. Replacement process discussed from Item B. Clarification made on Item D that review is every September.</p>		David Valdés
Actions	Person Responsible	Deadline
Vote to approve – aye: 10, nay: 0, abstentions: 1. Motion passed. David will communicate with Brian on voting results.	David Valdés	7-6-18

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Topic: Textbook Adoption Guide Vote for Approval		Presenter
Textbook Adoption guide: Report from Debra. There has been no change in Follett policies.		Debra Mitra
Actions	Person Responsible	Deadline
Votes: Aye: 11, Nay: 0, Abstain: 0. Motion passed. (1) Debra will send finalized document to David Valdés (2) David will send finalized document to Academic Affairs for posting on the public website.	(1) Debra Mitra (2) David Valdés	7-27-18

Topic: Course Evaluations Review Update	Presenter
<ul style="list-style-type: none"> • Course Evaluations Review (Currently in Sub-Committee) <ul style="list-style-type: none"> ○ Originally raised by Dean Erica Volkers to review for bias in the process. ○ Committee is Debra, Charles, and Melissa. ○ Charles discussed a form that differentiates between course and instructor evaluation and how instructor evaluation raises potential for bias. <ul style="list-style-type: none"> ▪ Looking for simple, reproducible, and valuable method. ▪ Call it a course evaluation suggested. ○ Debra discussed examination of other documents <ul style="list-style-type: none"> ▪ Established main goals of committee ▪ Haven't looked at our sister institutions and their evaluations and need to gather other data ▪ Open ended questions for students and wording suggested ▪ Include rationale on evaluation for evaluation ▪ Follow up actions? ○ Melissa discussed recommendations from HED <ul style="list-style-type: none"> ▪ How to correct for bias based on their guidelines ▪ Look more at questions and follow data from other institutions ○ Question about notification email due to glitch last semester ○ Effects of no evaluations based on glitches ○ How is the team going to proceed? Timeline/deadline? ○ Can OPIE evaluate evaluation scores with instructor demographic data? <ul style="list-style-type: none"> ▪ Debra raised concern about validity based on sample size 	Debra Mitra Charles Fatta Melissa Franklin

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Actions	Person Responsible	Deadline
Draft will be presented to the senate next meeting.	Debra Mitra Charles Fatta Melissa Franklin	7-27-18

Topic: Profanity in the Classroom <i>Continued</i>	Presenter	
<ul style="list-style-type: none"> • Jim developed some summary statements from meeting minutes and Higher Ed Chronicle articles • Walked us through timeline of issue and reviewed highlights of past discussions • Further discussion of situational use of profanity • Follow up from instructor and his recommendations via email • Should we get a visit from admin on their perspective? • Abusive language vs profanity • Develop three to four questions to figure out context of use? <ul style="list-style-type: none"> ○ Questions brainstormed • Summary will be sent to administration of this discussion along with additional links from Melanie 	Jim Batzer	
Actions	Person Responsible	Deadline
Letter/Summary will be sent to CNM Admin.	David Valdés	7-27-18

Topic: Final Exam Emergency Disruption Policy	Presenter	
<ul style="list-style-type: none"> • Discipline chairs have been contacted to solicit their thoughts on the policy • Waiting to hear from discipline chairs <p>Policy: https://cnm.edu/depts/hr/current-employees/policies-and-procedures/the-source/is-2504/is-2504-college-schedule-changes-policy</p>	David Valdés	
Actions	Person Responsible	Deadline
Waiting on feedback from Chairs. We will re-address at the next meeting.		

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Topic: Transparent Course Costs – Letter to AT		Presenter
<ul style="list-style-type: none"> • We were asked to approve the text of the letter to be sent to the Dean of AT <ul style="list-style-type: none"> ○ Letter was approved to send by general consensus ○ Melissa can get more information from Anna Gilletly on including information in the catalog. 		David Valdés
Actions	Person Responsible	Deadline
Send letter to Dean of AT	David Valdés	7-27-18

Topic: Judiciary Nomination Vote		Presenter
Judiciary nominations and approval – Current members are Debra Mitra, Robert Stone, and Renee Barela-Gutierrez Eric Barros has been nominated to replace Renee Barela-Gutierrez as she moves into role of Vice Chair of the FS in the fall.		David Valdés
Actions	Person Responsible	Deadline
Vote to approve – Aye: 10, Nay: 0, Abstention: 1. Appointment begins Fall 2018.		

Topic: Technology Officer		Presenter
<ul style="list-style-type: none"> • Jim explained it can be easily done through website training. Call for volunteers/nominations <ul style="list-style-type: none"> ○ Lissa Knudsen nominated herself 		David Valdés
Actions	Person Responsible	Deadline
Vote to approve – Aye: 11, Nay: 0, Abstain: 0. Appointment approved. Term begins Fall 2018.		

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ADJOURN

Call to Adjourn

Motion: David Valdés
Second: Jim Batzer
Yay: Unanimous approval
Nay:
Abstain:
Time of adjournment: 3:07 pm