

Faculty Assembly Minutes of the Meeting November 11, 2016

I. Call to Order

Rob Klinger called the meeting to order at 11:00 am.

II. Roll Call

The following persons were present.

Joshua Bettigole

Pete Eidenbach

Greg Hillis

Karen May

Julia Morgan

Karen Reid

Karen Armstrong-Sadowski

Gloria Villaverde

Kathy Roark-Diehl

Kim Gallagher Lopez

Rob Klinger

Wayne McGowan

Matt Placencio

Christine Trapp

Sharon Jenkins

III. Q & A with Dr. Van Winkle

Dr. Van Winkle stated that he thought there would be better communication if he attended the Faculty Assembly meetings to answer questions. He further stated that if there were no questions, he had a couple of quick things that he could share.

FLSA (Fair Labor Standards Act): The college is being careful to take the new rule seriously. Dr. Van Winkle stated that there are a whole bunch of folks who don't mind working extra hours. They need to change their strategy. The rule is very strict. At this point, the college doesn't have the money to pay overtime. Those supervising or who are staff, make sure your weeks are 40 hours, and that's it. It's not a demotion. Grade 8 or lower will be non-exempt. Dr. Van Winkle further stated that his attitude is positive in making sure we are efficient, looking ahead, and helping with balance of life issues. Treat our employees the way they should be treated. If you have a weekend with activities that you need to participate in, you need to plan ahead. For instance, maybe not work on Thursday. If you answer e-mail after the 40 hours, we have to pay 2 hours of overtime, and we can't do that. This starts December 1, but we need to start practicing now. If you come in early, you need to stop.

Dr. Van Winkle said that we need to check to see who needs to be taken off the schedule for spring. Will have to pay overtime for those now.

Status of VPAA Search. Dr. Van Winkle said the posting for VPAA should be going to posting, if not already posted. He reported that the committee modified the job description and that they will post the position for 60 days since it is a national search.

The question was asked about the rumors that we aren't going to have a VPSS and that somehow the position would be consolidated with another position. Dr. Van Winkle said that the answer is we don't know at this time. It will be based on what happens in the state legislature in the spring and the budget. He stated that he hopes that we can still have a VPSS. There may be a way to modify the position to a director.

IV. Minutes Approved from October 21, 2016

After review of the minutes, an incorrect spelling for Susan Swaim was noted. Pete Eidenbach made a motion that the minutes be approved as corrected. Matt Placencio seconded the motion. The motion passed unanimously.

V. Guest

Katie Pacelli-Klinger, Marketing Representative, announced that it was the time of the year for the Christmas parade. She stated that she would like for college personnel to march in the parade and hand out candy. She has lined up a fleet of 2 cars and 4 magnets to put on the sides. She announced that it is super important to make our presence known in the community, and it would be really important to show up in mass. The date is December 10 at 5 pm.

Katie announced that she would pay the \$20 fee. She planned to check with student services to see if they had money to pay for candy, but if anyone else wanted to contribute, it would be appreciated. She stated that this is a good time to promote your programs, be creative, and show the community we are here. She was not sure what time the lineup would be. She also stated that she was trying to get students to march as well, and although we cannot hand out propaganda, she was going to call the Chamber of Commerce to see if rolled up schedules would be allowed.

Julia Morgan, Parliamentarian, stated that while someone has the floor, talking should be kept to a minimum if talking was necessary at all.

VI. Faculty Senate Report

Kathy Roark-Diehl reported that Chair Chris Brown admonished us to consider our use of e-mail during the election drama that came up. The legal office does get regular requests for e-mail so keep that in mind. He recommends you use a private server for your jokes.

Proposition 9-16/17 passed, memorial and support of ideas to reduce incidence of sexual violence on college campuses.

Kathy Roark-Diehl further reported that the revision of P & T is still ongoing. They are moving in now to work with legal. There's a long way to go before it is in place and finished. Chancellor was hoping for a year which it's been over a year at this point.

VII. Subcommittee Reports

a. Shared Governance

Kim Gallagher Lopez stated that the committee now consists of Rob Klingler, Kim Lopez Gallagher, Karen Armstrong-Sadowski, Sharon Jenkins, Matt Placencio, and Carmen Boje. In response to the last faculty assembly meeting, the 3 proposals were cleaned up and sent them out. The 3 plans have differences to them.

Kim Lopez Gallagher stated that the committee was hoping to come to an agreement and approve a plan. Once the decision is made, there will be another time for comment and input so the plan can still be modified. Karen Reid asked if this would be sent out to full faculty for voting. The response was that the Faculty Assembly decides how to revise the plan. Karen Reid recommended that the plan gets vetted through vote by the campus community. Kim Lopez Gallagher stated that a decision would be made by the Faculty Assembly and not a subcommittee.

Rob Klingler explained current structure using a PowerPoint. He showed current list of committees and the number of regular and adjunct faculty that serve on these committees. He further stated that this is what we set out to work on revising.

Kim Lopez Gallagher explained Plan A. There are 7 faculty committees with 4 umbrella faculty committees. Each umbrella has the ability to form subcommittees as needed. The umbrella committee meets twice per semester or as needed. Curriculum and Assessment is formed as one committee. Most variance between the plans. The reporting structure closes the loop. All faculty representatives and all committee officers are elected. This makes the process more democratic so members are not appointed any more.

A concern was voiced that everyone has to participate. The plan is idealistic, but is it realistic. It was stated that we need faculty responsibility, and somewhere we need accountability. We have to work together to change the culture on this campus.

Christine Trapp voiced a concern that committee officers are elected. In some job descriptions, the job includes that the personnel would be chair of one of the committees. We have no power to change job descriptions. This is where we need support from administration. It was stated that job descriptions change all the time, and that the campus is still struggling with understanding of shared governance. Goal was to assure a more robust

electoral process. A future person might not want to be a chair but a contributor. All references of P & T committee were removed as it is in another document. The question was asked as to who would be on those committees? Greg Hillis stated that he liked the concept, because we have committees that do very little. Las Cruces encourages the Safety Committee, and we are required to have Budget and Planning Committee.

It was stated that there are a lot of members on subcommittees. It was also stated that it is more like sharing personnel resources and a more efficient use of faculty time. The committee doesn't meet very often, but the small working committees work. Many tasks can be managed thru e-mail.

Rob Klinger reported on Plan B. Rob Klinger reported that feedback showed that the curriculum committee as it stands is sufficient workload to be 2 committees so Plan B separates the Curriculum and Assessment Committees. The question was asked why are we addressing non-exempt staff? Response was that these plans as written are designed to be placed in the operations manual so it was included. It was pointed out that Academic Appeals is not a standing committee.

Karen Armstrong-Sadowski reported on Plan C. She stated that there was a whole lot of feedback that we are doing too much. This plan is most similar to what we currently have. Those committees in place will continue to exist. Committee members are elected not appointed. Officers are elected not appointed. Staff members of committees are not automatically elected to be secretary. This carries through all 3 of the plans. The Safety and Security Committee have been removed from Plan C.

Someone expressed concern about the curriculum committee in Plan B. It was stated that there are subcommittees in the divisions/disciplines except C & T did not have one. C & T could form a subcommittee. Great idea for them to have one, but it could not be a mandate as this gets into a leadership style issue.

Kim Lopez Gallagher reiterated that this is not an edict. There's lots of flexibility in all 3 plans. Someone expressed concern that we are building in plans for participation for adjuncts. It was stated that adjuncts are invited if available but not a requirement. Someone expressed concern about the implied quid quo pro. The current structure includes adjuncts. No way should it imply that they would lead into a full-time position.

The question was asked, in Plan B, what is the advantage of splitting up Curriculum and Assessment. It was stated that curriculum has sufficient workload and that there is enough workload to warrant having them as a separate committee. Someone also stated that this could be an opportunity to have more people on the committees to get the larger amount of workload done.

It was stated that on Plans A & C, there are some faculty who don't need to be on a committee. We need to ensure all faculty members are on committees. Someone said that the wording of Plans A & C should say that you have a minimum of 6 faculty members on every committee.

Kathy Roark-Diel moved to vote on accepting one of the plans. Pete seconded the motion. One member opposed. Motion carried.

Wayne McGowan made a motion that the Faculty Assembly create a ranked voting method. Pete Eidenbach seconded. Two members opposed. Motion carried.

Someone asked since Plans A & B are so similar, shouldn't we decide on which one of those we want to eliminate? Rob Klinger stated that we have agreed on method of voting. A member stated that the only positive things we've heard is about Plan C. Plan A & B leaves curriculum alone. The idea of it's not broke don't fix it plays into this, but it doesn't reflect the idea of shared governance. Part of this movement is to end that kind of power of the president and vice president. Those committees should be all open, elected, and transparent. This is about how that structure gets formed. New culture of shared governance and transparency which includes the staff that can serve as chairs of the committees. The question was asked why is the VPAA not on the curriculum committee? The response was that it is not in our current structure. This will be our template that we will begin molding, but there will be room for changes.

Kim Lopez Gallagher stated that feedback favored Plan C. Any revisions made to committees could also be incorporated into Plans A or B.

It was stated that the change in staff classification could affect the time of day meetings could be held if they wanted to be included. All of their time has to be accounted for including attending meetings. The question was asked: Which exempt staff are on committees that want to participate? The nonexempt staff have a nonexempt consortium. The exempt staff are not part of a group. Fewer exempt but bigger nonexempt staff. The details will need to be worked out to ensure nonexempt and exempt staff can participate.

b. Adjunct Affairs

Wayne McGowan reported that there had been no meeting since the last Faculty Assembly meeting. He said that he mentioned a party at Arts & Sciences meeting and suggested getting a budget that is \$300. Adjunct promotions have been stalled. The promotions were discussed at Academic Council. Dona Ana has a 2 rank system with 2 pay scales which would make an inconsistency across the system. If you are getting a Full Professor, there should be more than just time on task to gain that title. If Assistant Professors are kept, then there would be consistency

VIII. Old Business

a. Communications

It was reported that the Communications subcommittee did meet and will start working on a proposal to bring to the next meeting.

b. Student Services – Substitutions/Waivers and Reevaluations

John Barnes, Lead Advisor, stated that they needed feedback from content experts for advising. Would it be easier for you if we could get the program from the main campus and send e-mails for substitutions and waivers instead of using the current paper trail? He stated that advising wants to do whatever works best for you guys. After signing by content expert, three more people have to sign the paperwork then you would send it to division head electronically.

Kathy Roark-Diehl offered motion for support. Matt Placencio seconded the motion. Motion carried.

John Barnes reported that the high school open houses went very well. The only negative is for more time so they are going to give them 3 hours next time they hold the open house. Students at the high school didn't realize we offered so much. The students thought the humanities presentation was very interesting. He stated that we wouldn't know the impact until fall registration, but at least we are showing the community what NMSU-A offers.

c. Voting for Committee Plans

Kathy Roark-Diehl called for a vote. A paper vote for first and second choice was taken. Rob asked Christine to take over the meeting while he tallied votes. Rob Klinger announced the results. In the first voting, Plan C was taken off the table with only one vote. The vote supports Plan B.

Pete Eidenbach moved to accept the highest-ranking voting. Christine Trapp seconded the motion. The motion carried.

Rob Klinger asked if the committee had any suggestions on how to move forward? The suggestion was that Plan B could be sent out, but the assembly could continue to work on the revisions.

Kim made a motion to turn over further revisions to the Faculty Assembly. Pete Eidenbach seconded the motion. Motion carried. Rob Klinger volunteered to be the point of contact.

IX. Other Business

Kim Roark-Diehl moved to meet Friday, December 9 at 10 am. Christine Trapp seconded the motion. The motion passed.

X. Adjournment

Wayne McGowan made a motion to adjourn the meeting. Christine Trapp seconded the motion. The motion carried.

Respectfully submitted,

Karen May
Faculty Assembly, Secretary