Faculty Operations Committee Meeting Minutes

Meeting Date: 3.2.21   Recorded by: Susan Schauer

Next Meeting: 11am, Tuesday April 6, 2021

Name	Title	Present
Tom Beach	President	Y
Irina Alvestad	Vice President	N
Susan Schauer	Secretary	Y
Dennis Davies-Wilson	Faculty Senator	Y
Mario Velardi	Member	Y
Kris Nadler	Member	Y
Min Ro	Member	Y

Committee approved past minutes from 2.2.21

Chancellor Cindy Rooney reporting:

Legislative matters: Opportunity scholarship under consideration in state budget for both 4-year and 2-year colleges. Pushes cost to $50 million. Proposing 1.5% compensation increase from legislature, can we invest more in personnel?

Dean search: working on final paperwork, search appears successful at this point.

Budget: flat, but can consider key requests, strategically. Please submit ideas.

Title V: grant manager/coordinator position is posted. Have established a steering committee for grant. We're probably on target for first year.

Discussion of duties of Title V grant manager vs campus grant coordinator. They are separate jobs with different duties. The Title V manager is dedicated to that grant and does not write or research other grants except maybe a new Title V.

Campus grant coordinator, like Julie Rogers was, is to help write grants, coordinate with faculty. This position identifies grant opportunities and helps us pursue them. This position worked with many others to coordinate grant writing and with UNM OSP.

The Chancellor is talking to Taos about their person, Lewis, who was originally on a Title V grant but now on institutional funds. He is now doing similar work as Julie did, and also fundraising, but does not write grants. He continues fundraising and helps identify grant sources, finds out faculty needs, facilitates grant writing. Cindy would like to fund this type of person and hire consultant specialists to write big grants. Our campus is preparing a job posting for 1.0 FTE for this person, and because fundraising will be added to the position, it requires more approvals from UNM Foundation before posting.

MBS: the Chancellor has discussed concerns with the executive team. Susan described some of the issues our campus has had with MBS and why there is a need for faculty and student stakeholders to have input on how we deliver course materials to students. Student Financial aid makes this more complicated – branches have different systems than Albuquerque campus. For the sake of efficiency, do branches want to work toward single system for course materials/bookstore. Dennis asked if bookstore contract award requires an RFP process. – Cindy doesn't know.

IT and cybersecurity: several NM colleges had systems hacked in 2020 – lost LMS, computer system, payroll system, etc. Duane Arruti, CIO at Albuquerque campus will be sending information on security updates. Recent "external email" and 2-factor authentication is a response to the security breaches. An approval process by IT at UNM-ABQ must be completed for all software programs, apps, and databases accessed by living on UNM computers. The process is lengthy (from 3 to 8 weeks), so IPRs for new as well as renewal purchases of these things should be submitted with this in mind.

Adobe Creative Cloud: dual credit students and seniors will not be given access. HS has alternate sources of software. $20/person cost to our campus to give access to Creative Cloud. Faculty and students in selected courses will have access, based on need. Bill Gilson will tell Main who is signing up and to allow. We are paying Main for these people. It is not clear how students will be told they have access.

IT approvals for new software: current discussions on creating a single IT approval process for new computer systems, software and databases used by multiple campuses, so that the same process does not have to be repeated for each instance. Approval times should be reduced by routing all procurements through a single IT gate.

New faculty award: discussion of what would work best for our campus. The Chancellor would like to honor people who go above and beyond, to recognize their efforts. UNM-A faculty awards are for full time faculty only. Dona Ana has adjunct awards and others for regular faculty. Cindy mentions NM Legislature discussing wages for university. Regarding funding source – Chancellor believes this will depend on availability of funds. She suggests faculty design a process and staff design their own process for an equivalent staff award. Dennis suggests faculty and students nominate faculty, then this committee reviews applicants. Amount of award will depend on how many you want to award. Cindy may set amount and committee decide how many to award. Think about how many years pass before you can win again. She suggests this committee work on a process for these awards.

Budget clarification: Does flat mean flat pre or post recission? Cindy indicates it will change until governor signs it. It has been proposed to be either a 50% restoration or full restoration of what was replaced with CARES Act funding.

Title V grant clarification: can funds be used toward efforts for increasing enrollment? Cindy - it's primarily to increase Hispanic graduation rates from UNMLA. Metrics include enrollment and completion rates, so systems that improve those should improve graduation. Can Title V be used to purchase software for recruitment? UNM-A has been using software for some time in its recruitment efforts. Individual departments, such as Music, have begun using it for their own recruitment efforts, which seems to have had a large impact on enrollments. Cindy - short answer is yes, we want an integrated enrollment system. Valencia bought theirs with Title 3 grant, but don't know if our Title V includes this.

Action Items:
Pursue updates on hiring for campus grant coordinator/fundraiser
Pursue updates on decisions regarding MBS
Pursue updates on access to Adobe Creative Cloud
Pursue updates on IT security approval process
Develop a process for a new faculty award