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ACADEMIC AFFAIRS BULLETIN

Those who can, do. Those who understand, teach. ~Lee Shulman



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LOS ALAMOS

DEAN'S MESSAGE

Happy Holidays Everyone!

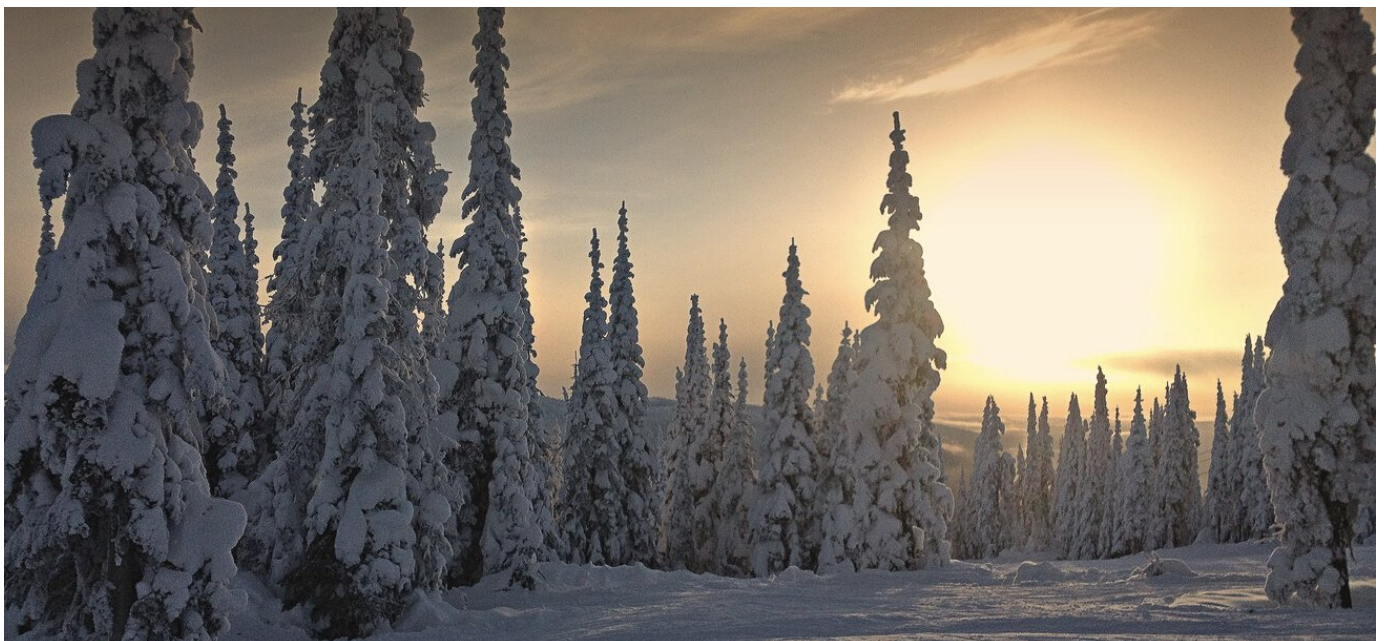
We're nearly to the end of another successful semester and I just want to thank you all for your hard work and perseverance and for making my work so enjoyable. We don't know what the future will hold, but I know that you all will continue to do your best to make the student experience at UNM-LA a positive one.

Whether we express it consciously or not, all of us in academics are concerned with student learning. We regularly measure that learning in a whole variety of ways, from gauging an individual student's interest in our content, to listening for cues of understanding, to giving assignments and requiring demonstration of what the students have learned via written, artistic, or test materials. We are constantly improving our skills in response

to this, tweaking assignments, changing test questions, learning new tools or practices. However, all this is nothing less than assessment and pedagogy, two words that often strike either fear or consternation, but they shouldn't since you're doing it all the time! In this issue of the Academic Bulletin we introduce a new section devoted to these two essential elements of the academic enterprise. It will be called "Student Learning and Continuous Improvement" and our first section will focus on this year's assessment efforts.

Finally, I just wanted to remind you all that if you feel you have been impacted positively by essential staff, you can send a message of appreciation by going [here](#).

Enjoy your holiday time with family or friends!! – Paul





Only the educated are free.

~ Epictetus

OFFICE OF INSTRUCTION

We are incredibly pleased to announce that Ivette Jimenez has agreed to join us as Assistant to the Dean. Some of you may remember this name because Ivette was first a student and then worked in the Office of Instruction as well as the marketing office some years ago. She's familiar with UNM and its systems, as well as with all the things that happen in Instruction so will be a great addition. She started Monday, December 6. Please stop in to say hello when you get the chance!

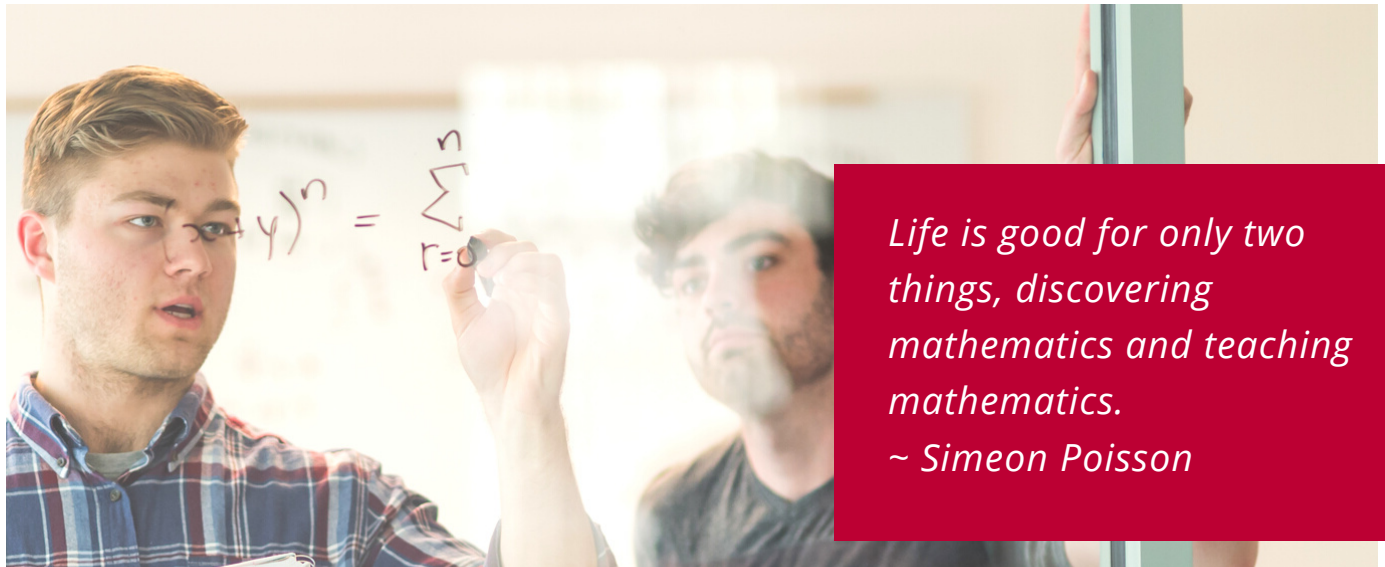
Along with the appointment of Dr. Peninah Wolpo on November 1st as Division Chair over Fine Arts, Humanities, and Social Sciences, we now have a full team in academics for the first time in six months!

- Registration for Spring 2022 opened on Monday, November 8. Numbers so far look pretty good, but things drop off right around now, so it's time to make a renewed push. Please continue to help us recruit and retain students! Please announce in your classes and encourage your students to sign up for classes early
- The Final Exam Schedule is out. Please share the information with your students, especially if the examination time period may be longer than the usual class time.



IMPORTANT DATES

- **November 26 - December 10** - course evaluations available for student input. Please encourage students to provide feedback.
- **December 10** - Last day of instruction; Assessment for all degree granting programs due: please send a draft of your assessment plan to peninah@unm.edu so that adjustments can be made, if needed, before the final submission date.
- **December 15** - For the fall General Education assessment submission: anyone taking part (or interested in taking part!) please remember to submit your artefacts directly to the assessment office, at <http://assessment.unm.edu/assessment-types/gened-assessment/deadlines.html>
- **December 24 - January 2** - campus closed for winter break
- **January 17** - Spring classes begin
- **January 31** - extended deadline for 2021 mandatory annual training



Life is good for only two things, discovering mathematics and teaching mathematics.
~ Simeon Poisson

MATHEMATICS AND ENGINEERING DIVISION

The Mathematics and Engineering Division is ending another successful semester in the implementation of the BSME program. Student and programmatic support team included Drs. Mario Velardi and Nima Fathi who provided instruction in mechanical engineering and technical expertise, Coco Rae, who has done an incredible job advising students and keeping the pulse of the program in the Student Affairs area, Dr. Irina Alvestad, who coordinated activities, and Dr. Sharon Brisolaro, who provided program evaluation and data analysis. Students enrolled in the BSME program shared feedback about services we have provided so far through a short survey. A Student Cohort Meeting provided students with the opportunity to meet with key program personnel, including Dr. Yu-Lin Shen, Chair of the UNM Mechanical Engineering Department in Albuquerque and ME academic advisors.

Continuing our institution's collaboration with LANL to deploy the BSME curriculum,

three upper-level courses were offered this fall. With funding support from LANL, we were able to purchase engineering laboratory equipment and apparatus for a course focused on measurement techniques in engineering. Students also learned about storing, retrieving, manipulating, printing and graphically representing experimental data.

The implementation of the engineering curriculum was robustly supported by several mathematics courses. In addition to the usual sequence of calculus courses, Dr. Min Ro offered the Applied Ordinary Differential Equations course, which he taught following curriculum guidelines provided by the UNM Mathematics Department. Dr. Ro worked closely with the UNM course coordinator to maintain the same rigor, course structure, and organization as the other sections of the same course offered by UNM.

FINE ARTS, HUMANITIES, AND SOCIAL SCIENCES

Hello Colleagues! I have open office hours for discussing departmental concerns, assessment, or even just to chat! Tuesday and Thursday 11:00am-2:00pm (in 623F) and by appointment! Please do reach out if you need anything, or have matters to discuss. I am pleased to get to know you all better, and look forward to working together in the future!

- Peninah Wolpo



STUDENT LEARNING AND CONTINUOUS IMPROVEMENT

As mentioned last month, Peninah Wolpo is the new Assessment Coordinator for UNM-LA. She's been hard at work getting the conversation going about the assessment cycles for our campus. We have an exciting opportunity to consider our program goals and course design this year, as we further implement the use of the five Essential Skills in our curricula; Peninah's goal is to make assessment as valuable as possible!

The UNM Assessment Office and the Center for Teaching Excellence recently held a workshop on Information and Digital Literacy, which included a professional development element that was very useful: a digital recording and resources will be made available soon. Because Information and Digital Literacy is one of the main Essential Skills being assessed this year, it is a timely resource. [See the Library section below.]

For more information on Assessment and necessary forms, please visit the UNM Assessment Office website, at <http://assessment.unm.edu/index.html>.

You can find examples of reports, also dates of upcoming workshops, and the most important thing: the link to their open office hours on Friday mornings from 9:00-10:00 AM. If you are working on an assessment plan, or if you are submitting artefacts for the General Education assessment, these open office hours are for you!

This year the General Education assessment is assessing 4/5 of the Essential Skills: Information and Digital Literacy, Personal and Social Responsibility, Quantitative Reasoning, and Communication. If you feel you have an assignment that aligns with these skills (remember to check out the particular rubrics and dimensions at <http://assessment.unm.edu/assessment-types/gened-assessment/essential-skills.html>) please submit your 5-7 artefacts to the website. If you aren't sure if your assignments align, or which of the skills your courses align with, or if you have any other questions, please reach out to Peninah at peninah@unm.edu.

Revised Syllabus Template

The revised syllabus template is now available online at the link below. Please start using this template for your spring 2022 class syllabi.

<http://losalamos.unm.edu/academics/online-learning/faculty/course-syllabus-template-update-11-21-1.docx>

*When we are closed to ideas,
what we hear is criticism.
When we are open to ideas,
what we get is advice.
~ Simon Sinek*



REMOTE LEARNING CORNER

Canvas Update

- In a recent email message (Nov. 16), the UNM Canvas Support team announced that sandbox courses are now available and invites faculty to follow the instructions provided to access them. If you did not receive this email message and would like to request a Canvas sandbox course, please visit this website:
https://forms.unm.edu/forms/sandbox_course_request?sso=61945cd8e4c0e
- Canvas sandbox courses have limited storage capacity and are not intended for building a full course. They are intended for users to experiment and practice skills shared through training modules in the Canvas Training Services Portal. Temporary Canvas development courses will be available in Spring 2022.

UNM Branch Online Collaborative Professional Development Opportunities

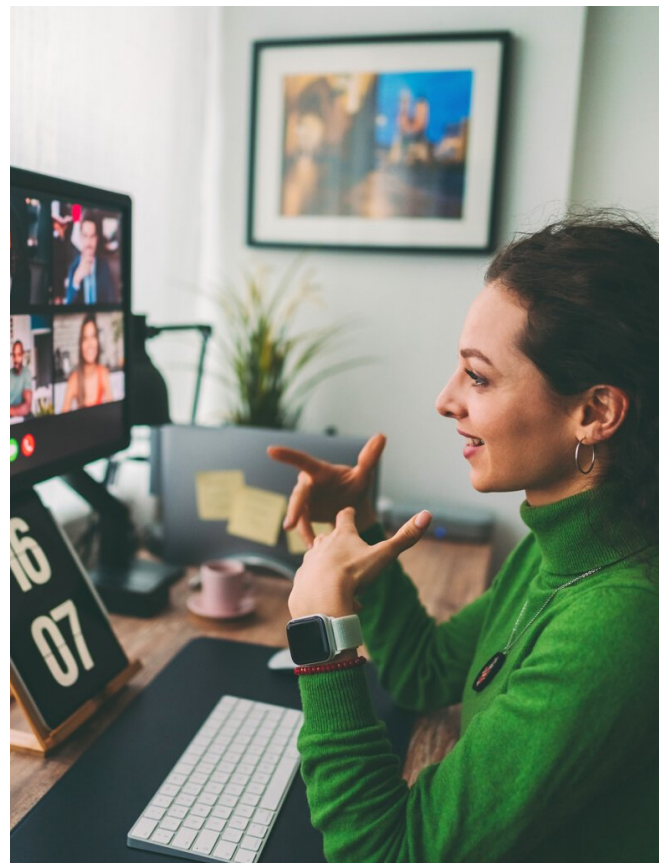
- The recording for the November 15 presentation by our own Cindy Budge on Respondus 4.0 can be accessed at the link:
https://mediaspace.unm.edu/media/Respondus+4.0+Test+Creation+in+Learn+11521/1_kptg7r1s
- Upcoming UNM Branch Online Collaborative presentation: Monday, December 6 at 2 pm: Use Word like a Pro; No registration required;
<https://unm.zoom.us/j/2852995464>

- Recordings of past trainings may be found on the Online Teaching Resources page on our UNM-LA website under “FREE Professional Development” section at:
<https://losalamos.unm.edu/academics/online-learning/faculty/index.html>

Online Teaching Conference

UNM-Valencia is hosting the virtual OTEEx Conference (Online Teaching Extravaganza) on February 18, 2022. Visit the OTEEx 2022 website for updated information.

It has been a tough few years for all of us teaching online and/or training and supporting those who do. We can grow and support each other by sharing our experiences and knowledge. Consider submitting an application to present either a 10-minute teaching tip or a 30-minute presentation. The deadline for proposal submission is January 31, 2022.





LIBRARY/LEARNING RESOURCE CENTER

As you begin planning for your Spring Semester courses, consider creating assignments and projects that make use of resources offered at the library, including multi-subject and discipline-specific online databases, Ebooks, open-access web resources, and of course, our own print collection. We are happy to assist in the design of such assignments and projects.

Please also consider how information literacy instruction might come into play in your courses. [See the Student Learning section above].

Online instruction videos and exercises are available that cover information literacy fundamentals, and Research Guides are already available for a number of discipline areas. We are also happy to offer online or in-person customized sessions for your courses. For more information, visit our Research Tools page at <http://losalamos.unm.edu/library/services/information-literacy-program.html>.

ADULT EDUCATION/COLLEGE & CAREER READINESS

As we finish up the semester, we have students working on earning their High School Equivalency Credential and moving into the workforce. Students have benefited in their job searches from online presentations from the Career and Business Consultant at the New Mexico Workforce Connections, and we hope to continue these interactions in person during the spring semester.

A new initiative is a collaborative effort with Mesa Public Library and the Art Center at Fuller Lodge to provide child enrichment activities for English language learners so that adult learners can take English classes with the AE College and Career Readiness instructors while their children are participating in activities led by other community partners. These classes are slated to begin in January 2022 at the Mesa Public Library.



Do what you can, with what you have, where you are.

~ Theodore Roosevelt

COLLABORATIVE OPPORTUNITIES

Undergraduate Student Research is a High Impact Practice (HIP) that promotes student retention and completion. To further this activity, this month the Provost announced the creation of the UNM Undergraduate Research, Arts & Design Network (URAD).

Headed up by Tim Schroeder, it's a network of interested UNM faculty and staff who will work together to provide undergraduates with direct early involvement in research, art and design projects, programs, and internships. The network is designed to meet the following goals:

- Expand the number of UNM students engaged in research, arts & design activity at all UNM campuses
- Leverage research, arts & design engagement to improve university retention, degree persistence and graduation rates
- Expand and improve opportunities for engagement in research, arts & design for traditionally underserved student populations

Branch campus engagement in URAD planning will strengthen cross-campus faculty and staff collaborations and help identify and eliminate barriers to student transitions between campuses.

Tim is looking for interested faculty to join the 7 current project committees. In addition to the project planning committees, URAD hosts a monthly zoom-based Network Meeting. This meeting is open to everyone. During these meetings, the group will provide updates on each of the projects and solicit feedback on how URAD can better serve UNM students, faculty and staff. Join the URAD listserv (on the website above) to receive agenda and zoom links to our monthly Network Meetings.

Also on the main website, linked above, there is a place for you to be able to tell URAD about your research, arts, or design course or program.





FACULTY SPOTLIGHT

This month we bid a fond farewell to Dr. Thomas (Tom) Beach who will retire on the 31st. Tom has been a commanding and unifying presence on the UNM-LA campus for more than thirty years, joining the community as an adjunct faculty member in 1990 before becoming continuing faculty Lecturer III in 1995. During his time with the university, Tom taught a vast range of courses ranging from basic computer skills to advanced computer science courses to Algebra, in addition to several classes for the Community Education program. But arguably his most significant contributions were via his popular and inspiring Astronomy classes and labs utilizing powerful telescopes to view the night sky. He won several teaching awards over the course of his career. In addition to his range of teaching activities, he has been highly

dedicated to the concept of shared governance, serving in a variety of faculty committees and, since 2002, leading the campus faculty as the Faculty Assembly President and Chair of Faculty Operations where he provided continuity and historical memory, in addition to helping shape the functioning of the institution.

Tom was born in Mankato, Minnesota, attended Mankato State University for his undergraduate degrees in Physics and Mathematics, and then earned his PhD in Astrophysics from Iowa State University. From 1988 to 1993 he was Guest Scientist at T-6 and then X-2 of Los Alamos National Laboratory. He has been a keen rocketry hobbyist. The campus will miss his dedication, his great sense of humor, and his unique style wearing graphic t-shirts illustrating topics covered each week in his class.