

**NNMC**  
**COE Meeting**

Friday, August 14, 2015  
10:30am—12:11pm

**Attendance:**

Joaquín Vilá	Matthew Martinez	Rose Cavalcante
Kristy Pruitt	Tamara Trujillo	Christina Esquibel
Dolores Mtz-Salazar	Delmeria Martinez	

**I) Welcoming remarks from the dean:**

Dr. Vilá opened with a welcome back for the 2015 Fall Semester.

**II) Updates**

a) Enrollments – projections & impact:

Students were dropped for non-payment on Friday, August 14<sup>th</sup>. (Note: Students will be dropped again by the end of the day if students fail to make a payment and arrange a payment plan with the business office).

b) Institutional finances:

RED!! College wide.

c) COE finances:

The COE has 10k for the NCATE accreditation visit. Funds were also allocated under the dues and fees account. Dolores submitted a BAR (transfer) for approval (to move the money from the dues and fees account to the stipend/ honorarium's account). The money will support the Mentor Teachers for the AY 2015-2016

**To Do:** Kristy will provide the number of mentor teachers for the 2015 fall semester to Dolores no later than Friday, August 21<sup>th</sup>.

d) ECE BA ongoing approval process:

A discussion was opened on the ECE position. A PAF was modified and submitted last year to HR but was never posted due to some glitches within the HR department. It was discovered that the money for the position was removed. COE was never informed. There are concerns that this will affect accreditation. However, Dr. Vilá affirmed that the Provost is aware of this and is working to recover it.

Approval for ECE-BA degree was presented at the June 2015 Board of Regents (BOR) meeting. The committee denied the 120 credits. Reasoning: Research showed colleges/universities carry more credits, i.e., UNM 132, Highlands 127 and Eastern 138. It was presented again at the July 2015 BOR's meeting and was approved by the committee but as a result delaying the process of approval. The registrar will review and send the report to HED. If approved, it will go before the Higher Learning Commission. This process will take anywhere from a month to six months.

Dr. Vilá noted that the COE was ready to start August 2015. In addition, the P'oe project would have supported COE with an initial cohort of at least 15 students. He was also informed that Highlands University implemented an ECE program in which our students will decide to go that route.

e) News of Academic Affairs:

All courses (college wide) with low enrollment will be canceled. An email went out from the Provost office noting that a total of 10 students must be enrolled. The Provost will accept a justification for courses with low enrollment. Late registration was extended: August 17-21, 2015.

**To Do:** Faculty will provide a written justification to Dr. Vilá for approval of courses.

**III) Draft of revised faculty evaluation:**

The draft will be used as a pilot but as a reminder it is not set and stone.

**To Do:** Faculty will communicate closely with Dr. Vilá to review and discuss more on the pilot.

**IV) New hiring plans – ECE BA ADVANCE:**

The AVANCE grant is pending a one-year extension. The expected date to fill both the AVANCE and ECE positions is no later than March 2016.

**V) Collaboration with Pueblo Indian Studies/ Northern Pueblos Institute, P'oe**

**Project:** The PIS will migrate through the College of Education. The dean of the COE will manage the P'oe Project. Matthew Martinez will be working closer with the dean. Other duties include setting up and facilitating workshops, website, application process, scholarships, creating book fee stipends for students which will support ECE AA/and BA/ ALP students and other duties as assigned. **As noted all students must pass the test.**

Recommendations:

- a) Recruit students by tracking through a database.
- b) Assist students by providing training to help pass the test. Possible Counseling
- c) Advise with support once they have passed the test.
- d) Collaboration with other schools (need to explore more).
- e) Provide a list of students that are interested.

**VI) Continued collaboration with Adams State University – MA in Educational Leadership:**

Dr. Vilá indicated that there is a delay in the funding for scholarships. At a meeting with PED, they have learned that both Farmington and Gallup school districts have about 100 hired paraprofessionals in need of this support but cannot pass the test. Paul Matt, member of PED mentioned that this is a statewide issue. Rose added that students are failing in the area of math. Christina provides both math and reading skills in her pedagogy class. She also indicated that students are struggling with the language.

Recommendations:

- a) Present to students in little steps.

- b) Summer Bridge Program (research format of what they are doing).
- c) Use the online modules to prepare studies for passing basic skills tests (critical).
- d) Utilize the NM Study Guide for teachers.
- e) Speaking to students in Tewa (Translator-explore more)
- f) Testing subcategories (cost)
- g) Review test data to see which sub-sections students seem to be failing.

**VII) Candidate recruitment projections – BA programs; possible agreement with Dine College:**

A meeting will be arranged to speak with the President of Dine College to discuss an agreement in recruiting their AA students to complete the ECE-BA at Northern through the P'oe project.

**VIII) Discussion of candidate performance data (findings from Spring '15):**

Reviewed the Data Analysis for spring 2015 (BA & ALP). The lowest was "Teaching". Kristy suggested that they implement activities to enhance the area of teaching to improve skills.

Recommendations:

- a) Using recorded notebooks to monitor progress.
- b) Plus Delta Chart activities.
- c) Lab experience (build in/problem solving).
- d) Incorporate reflectives
- e) Incorporate case studies, online diversity, and professionalism in a positive environment.
- f) Presentation for adjunct faculty meeting in the 2015 orientation.
- g) IRIS Modules

**IX) NCATE – IR overview, offsite visit, addendum, site visit (March 6-9, 2016)**

The institutional report was submitted July 30, 2015. Dr. Vilá will share a copy with everyone. Dr. Vilá thanked Kristy, Tamara, Ivan and Dr. Pedro Martinez for their hard work in assisting with the IR. Offsite will take place October 2015 with feedback on areas of improvement. The COE will compose an addendum with narratives and exhibits (Note: exhibits 6 were left out). NCATE (campus) site visit is scheduled for March 2016.

**X) Other:**

COE meetings will meet once per semester.

**XI) Meeting adjourned, 12:11pm.**