

Approved Minutes

Faculty Senate Meeting

09 December 2009

Kennedy Lounge - New Mexico Highlands University 3:00 pm

1. **Meeting Call to Order:** 3:08pm
2. **Roll Call: Present:** Maureen Romine, David Lobdell, April Kent, Kathy Jenkins, Maura Pilotti, Julius Harrington; Holly Middleton (proxy, Daniel Martínez), Ken Bentson, Jayni Flores, Gilbert Rivera (VPAA, *ex officio*)
Also Present: Mary Jane Valdez; Sheri Nsamenang (GSA), Maxine Salas (Staff Senate, Jean Hill (OIER).
Absent: David Argüello, Jim Peters, Merritt Helvenston; Stella Helvie, Brad Radeke (Student Senate, final exam).
3. **Approval of Agenda:** Approved unanimously without changes.
4. **Approval of Minutes:** 11 November 2009. Approved with limited editorial changes, with one abstention.
5. **Communication from the Administration:** Dr. Rivera had three issues on which he wished to report. 1) HED Flagging Study. Dr. Rivera reported on the study, and explained that he would communicate with the deans to get necessary information from programs that have been flagged. Dr. Jenkins then provided some perspective, and noted that affected departments will be asked to respond to the eight questions of the process, and report to the AA committee. 2) Dr. Rivera reported that he had sent a reminder to deans to remind faculty that they were required to be on campus on 7-8 January (the Thursday & Friday prior to the start of classes). All full-time faculty are required to attend; adjuncts are welcome. 3) Preregistration: Dr. Rivera reported that headcount as of today is 1514, up from over 1300 last year. Main campus numbers up; new freshmen number is down. Dr. Rivera then fielded a question about numbers of new freshmen.
6. **Communication from the Chair:** Dr. Romine reported on a president's council meeting held on 19 November; the main issues included construction/demolition, a banner upgrade to reduce paperwork, special license plates to raise money for NMHU; the little green house by the new residence hall, and plans and projects in the works or in the planning stage. She also noted that Sean Weaver is revamping the web addresses. She then provided an update on *ad hoc* committees; Mike Petronis, Ed Harrington; Learning Platform: Jim Peters, Joe Schmalfeldt, Holly Middleton, Dave West; committee looking at platforms, will survey faculty. Dr. Jenkins noted the need for coordination with the AA's Distance Ed subcommittee, as her subcommittee is also going to bring in vendors for demos. Four week window

for Spring 2010 semester; if performance isn't satisfactory, then NMHU will walk away. Financial planning committee met with president; Dr. Peters will summarize, Maureen will disseminate. Student Affairs Committee member attended recent meeting re. advisement; DegreeWorks—a Banner module—being looked at to demonstrate. Dr. Rivera noted that Student Affairs needs to be involved as well with DegreeWorks, and noted that advisement and follow up on mediation training during 7th & 8th. Executive Committee will attempt to meet with committee chairs during week before classes. Noting that chair selection process is almost complete. Dean searches: noting survey sent out about 2 college vs. 1 college setup.

7. **Communication from Academic Affairs:** Dr. Bentson noted that a document was sent out regarding certificate programs. He reported briefly on the status of the program review process; many program reviews have still not been done (1/3 to 1/2); Academic Affairs is examining performance measures to look at them. He noted also that reports had come from various subcommittees and ad hoc bodies (the Distance Education subcommittee, Academic Enrichment). He noted also the resurrection of an ad hoc subcommittee to address academic honesty language in student & faculty handbooks. Finally, he reported another program proposal, software development apprenticeship, which was tabled. No questions for Dr. Bentson.
8. **Communication from the Student Senate: No report (Brad absent)**
9. **Communication from the GSA.: Sheri: No report.**
10. **Communication from the Staff Senate:** Maxine reporting on last meeting, in which Dr. Fries spoke re shared governance. Establishment of three subcommittees; policies & procedures, staff development week, monthly staff newsletter being considered, review of salary bands.
11. **Communication from Dr. Jean Hill:** Noting that the state selected some 15 peer institutions some years ago; former normal schools with graduate programs. Not necessarily a good fit, particularly now. Not used in a systematic way anymore. Need to select better, more representative group of peers; reporting on process followed by NMSU. Three should be aspirational? Problems finding peer institutions; going through Carnegie site and IPEDS site. No good matches, based on ethnic makeup, SES, number of master's students, etc. Jean will circulate list, and ask faculty to identify top 15 or so. A lively discussion ensued, focusing on the processes of review and selection that will be followed to develop a new list of peers. Dr. Hill hopes to develop a list that all stakeholders can agree with. In response to a question by Dr. Rivera, Dr. Hill discussed the use of the peer group for benchmarks and measures of institutional success. Noting distinctions between Carnegie approach and others. The conversation continued even as Jean departed.

12. Old Business:

a. **Constitutional change to reduce quorum for General Faculty meetings:** Dr. Romine noted the recent difficulties inherent in meeting quorum requirements to vote. There ensued a discussion of the idea of suspending quorum rules in cases of no quorum; several noted the frustration of having the business of the faculty held up by a lack of quorum. The faculty would have to vote to change the Faculty Handbook, to make those present a quorum. A lively discussion ensued about the utility of waiving rules versus the need for participation. Consensus to have an exciting topic at the next meeting, in order to spring this change to the rules.

b. **Evaluation of Shared Governance** – survey from senators: Collect them and bring back those of concern. Focus areas from the results. Tabled; Dr. Linder will send out copies, asking for them to be e-mailed to Maureen. Ditto for next item.

c. **Traits of Effective Senates** – reports from faculty constituents. See above.

13. New Business:

a. Distance Ed Subcommittee Report: Dr. Jenkins, chair of the DE subcommittee, explained the problem arising from 100% online programs, and noting the recent issues arising prior to and during the late NCA/HLC accreditation meeting. Need for a year for the manual to be developed, and a new hire for the programs that are online. Karen Humphreys will be on campus from Texas Tech; will demo and present, and then be wine and dined, and pumped for information. Also reporting on the needs for a totally online program. Need for system-wide, comprehensive training, and a completely online manual. Need to have someone attend the online track for NCA training in the coming summer.

14. Adjournment: 4:33pm.

Respectfully Submitted,

Peter S. Linder
Secretary/Treasurer, Faculty Senate