

## Approved Minutes

### Faculty Senate Meeting

8 December 2010

Kennedy Lounge - New Mexico Highlands University

1. **Call to Order: 3:04 pm**

2. **Roll Call:**

**Present:** Maureen Romine (Chair), Stella Helvie (Vice Chair), Ken Bentson, David Braun y Harycki, Regina Briefs-Elgin, Tom Corbin, Jayni Flores, Jane Gorman, Richard Greene, Julius Harrington, Kathy Jenkins, Kent April, David Lobdell, Maura Pilotti, Maxine Salas, Charles Swim, and Jennifer Almand.

**Also Present:** Gilbert Rivera (VPAA)

**Absent:** Brad Radeke

3. **Executive Session**

The following motions were approved after the Faculty Senate exited executive session:

(1) To allow Associate Deans who have a 50% teaching load to be non-voting members of the Senate. \*

(2) The Faculty Handbook is to be followed by Administration in the Dean Selection Procedure.

\* A motion was made and seconded to eliminate the term 'ex-officio' from the following motion: 'To allow Associate Deans who have a 50% teaching load to be non-voting members of the Senate'. The motion was approved.

4. **Approval of Agenda:** 8 December 2010  
Agenda approved as amended

5. **Approval of Minutes:** 10 November 2010  
Minutes approved as amended

6. **Communication from the Administration:**

Dr. Rivera addressed the issue of flagged programs and related progress report. He offered a list of programs deemed underperforming. He stated that flagged programs had not demonstrated the progress requested of them. Computer Science was cited as the exception. Dr. Rivera mentioned that his office would continue monitoring enrollment and that no report had been submitted to the New Mexico Higher Education

Department. Two programs, Public Affairs and Southwest Studies, have to be renewed again this year.

**7. Communication from the Chair:**

Dr. Romine announced that the bookstore would be operating under new management by an external contractor beginning July 1<sup>st</sup>. She also mentioned the taskforce devoted to governance restructuring and asked Senators to refer to a flyer entitled ‘Strategic Planning Process at NMHU’ for additional information. Discussion arose regarding budget concerns. Duplication of programs was also discussed.

Dr. Romine mentioned that four proposals had been submitted for the Ballen Visiting Professor Award and two for the Pino Endowment for Faculty Development Award. Regarding the latter, she indicated that the committee responsible for the award was re-opening its call for proposals. Dr. Romine then provided an update of administrative searches (e.g., Vice President for Finance and Administration, Dean of Students, etc.). She also mentioned that the task of revising the handbook had been initiated and that the Senate Executive Committee would be meeting shortly to continue this task.

**8. Communication from Academic Affairs:**

Dr. Bentson mentioned that his committee met twice. Among the tasks accomplished, he cited the approval of an academic amnesty policy (see below for changes in such a policy), alterations to selected Social Work courses and minor changes to the Media Arts Program. He indicated that proposed revisions to the Software Development Program had been tabled.

**9. Communication from the Student Senate:**

None due to absent representative

**10. Communication from the GSA.**

Ms. Almand apologized to the faculty who did not receive an invitation for the end-of-the-year ball organized by GSA. She also thanked Dr. Helvie for attending GSA meetings and for her contribution to the discussion surrounding student-related matters. Lastly, Ms. Almand mentioned that GSA representatives had attempted to attend the public forum meetings pertaining to selection of the Dean of Students, but that it had been impossible to attend all meetings.

**11. Communication from the Staff Senate:**

None due to absent representative

**12. Old Business**

*a. Strategic planning and budgeting*

Discussion arose regarding the relationship between Strategic Planning Policy and budgetary issues. One concern expressed by Dr. Jenkins was the Administration’s decision to connect budgets, including financial resources allocated to individual departments, to the NMHU Strategic Plan. It was remarked that changes to the Strategic

Plan should be presented to the Senate and discussed by Faculty. Dr. Romine suggested that linking budgets to the Strategic Plan could potentially help departments. Dr. Bentson stated that problems exist with implementation of the plan. He was told by the Chair that his proposals regarding academic unit evaluation, performance monitoring, and program review would be discussed at a later date.

A motion was made and seconded to invite Dr. Hill to address concerns regarding NMHU's strategic plan and its implementation. The motion was approved.

b. *Special Course Fees Policy – Proposal for faculty involvement in review of fees*

A motion was made and seconded to instruct Dr. Peters' committee to combine the two documents his committee generated and send one unified document to the Faculty Senate for examination/review. The motion was approved.

c. *Dean Selection Process Update*

A motion was made and seconded that the Faculty Handbook be followed by Administration in the Dean Selection Procedure. The motion was approved.

Discussion arose regarding the second motion. It was stated that the Faculty Association was in contact with a number of higher learning associations (e.g., AAUP). The body was told that these associations support the decision made by the Senate. Questions arose regarding the practical consequences of the current lack of agreement. The utility of a resolution was also noted. Opposing views were presented and discussed.

d. *Website Committee proposal*

Dr. Romine reminded the audience of recommendations of the Web Page Advisement Committee. She referred to the flyer distributed to Senators that illustrated such recommendations and then asked for advisement. Dr. Rivera noted the need to meet with the President regarding this issue. A brief discussion arose regarding available options.

A motion was made and seconded to direct all interested parties (e.g., representative(s) of the Executive Committee, members of the Web Page Advisement Committee, and staff members) to meet with the President concerning the implementation of an action plan.

### **13. New Business**

a. *Election of Dolores Ortega (School of Social Work) and Effie Laman (School of Education) to the Student Affairs Committee*

A motion was made and seconded to elect both candidates to the Student Affairs Committee.

b. *Budget Status Summary*

i. *Salaries*

ii. *Reduction in Force (RIF)*

Representative of the Faculty Union, Dr. Jenkins, remarked that Administration and Faculty Union were on the same side. She stated that one could easily imagine a reduction of force above and beyond solutions such as leaving vacant positions unfilled and reducing inefficiencies. She reminded the audience that, according to contract, NMHU Administration must meet with the Faculty Union to make decisions pertaining to downsizing. She indicated that downsizing, including a reduction of force, would be allowable in departments with a large number of Faculty. Questions arose regarding (1) a proposal generated by the President, and (2) the consequences that a decline in social services funding might impose on the Social Work Program. No specific answers were offered.

c. *Charge to Student Affairs Committee to review Student Integrity Policy and recommend any changes for placement in the Student Handbook and Catalogue*

A motion was made and seconded to charge the Student Affairs Committee to review the Student Integrity Policy and recommend any changes for placement in the Student Handbook and Catalogue. The motion was approved.

d. *Peer institutions*

Concerns were expressed regarding selection of peer institutions (e.g., should Ph.D. granting institutions be added to the list?). A brief discussion arose.

A motion was made and seconded to instruct the Faculty Executive Committee to meet with the President to discuss the issue of peer institutions. The motion was approved.

c. *Academic amnesty policy*

A motion was made and seconded to approve the Academic Amnesty Policy proposed by the Academic Affairs Committee with two changes.\* The motion was approved.

\* The following text in the second paragraph was amended to read as follows: 'Took courses from NMHU and then stopped matriculation for five years or more because of poor grades (GPA less than 2.0), academic probation or dismissal.'

The following text in the second paragraph was eliminated: 'Has not attended any other accredited higher education institution for five years or more before requesting Academic Amnesty from NMHU.'

d. *Recruitment and retention*

The issue was tabled.

## 14. **Committee Reports and Announcements**

None

**15. Adjournment**

The meeting was adjourned at 4:47 pm.