

Approved Minutes

Faculty Senate Meeting

March 9, 2011

Science Annex Building, Room 329

New Mexico Highlands University, 3:06 p.m.

1. **Call to Order: 3:06 p.m.**
2. **Roll Call:**
3. **Present:** Maureen Romine (*Chair*), Stella Helvie (*Vice Chair*), Ken Bentson, David Braun y Harycki, Tom Corbin, Tatiana Dutoit, Jayni Flores, Margaret Gonzales (proxy for Maxine Salas) Jane Gorman, Richard Greene, Kathy Jenkins, Kent April, Maura Pilotti, Margot Geagon (proxy for Charles Swim), Jennifer Almand (*GSA representative*) and Shani Crawford (*Student Senate representative*).
4. **Absent:** Gilbert Rivera (VPAA), Regina Briefs-Elgin, Julius Harrington (excused absence)
5. **Approval of Agenda:** 9 March 2011 – as amended
6. **Approval of Minutes:** 23 February 2011 – approved with one abstention
7. **Communication from the Administration:**
None
8. **Communication from the Chair:**
Dr. Romine briefly mentioned the following issues:
 1. *Appointment* of two new members to NMHU's Board of Regents by Governor Susana Martinez: Frank Marchi and Caitlin Syner. They will be replacing current Regents Pete Aguilar and Greg Rael. The State Senate must confirm both appointments.
 2. *Chair selection* has been completed for two departments: Department of Curriculum and Instruction and Computer and Mathematical Sciences Department. Selection of the Chair of the English and Philosophy Department has yet to be completed due to the absence of language in the Faculty Handbook to address a tie vote.
 3. *Selection of peer institutions* has not reached completion due to the difficulty in identifying institutions resembling the composition and structure of NMHU. Currently, the President is examining the available list of potential peer institutions.

4. *Website-related issues* will be addressed in a meeting with the President to be scheduled shortly. The meeting will engage different constituencies (e.g., Faculty, members of the Website Committee, Staff, members of the Executive Committee, etc.).

Lastly, Dr. Romine distributed a two-page document displaying the number of Faculty employed at centers and their ranks. No discussion followed.

9. Communication from Academic Affairs:

Dr. Bentson mentioned approval of the proposal for a revised Criminal Justice program. He also added that his committee discussed use of a rubric for program review.

10. Communication from the Student Senate:

The student representative and her colleague were welcomed by the Chair of the Senate and Senators. The first item mentioned was the planning of a Spring Fest, which required engagement of City officials, NMHU Administrators, Faculty, and students. Several other items of interest to the Student Senate were mentioned, including food at the student center, name for one residence hall, and location of a laundry mat.

A discussion arose regarding retention issues and the factors that may explain students' leaving NMHU. Several factors were mentioned as pertaining to all students, albeit a distinction was made between the needs of international students and those of domestic students. Advising was also cited as a critical, but unresolved issue.

Another discussion arose regarding the schedule of meetings (Monday at 9:00 p.m.) and its consistency across time. Dr. Jenkins volunteered to represent the Faculty Senate at these meetings.

11. Communication from the GSA:

Ms. Almand indicated that the GSA was planning a 'documentary night', which would serve as a forum for discussion of relevant issues. She noted that the GSA has made considerable effort to support students who plan to present at conferences. Ms. Almand next cited the need for a mental health counselor on campus as being of critical importance to all students.

12. Communication from the Staff Senate:

Ms. Gonzales reported that the Staff Senate did not meet last month. She reminded Senators that the Employee Recognition Banquet is scheduled for April 15th. Ms. Gonzales then mentioned several issues, including minor changes to the Staff Senate's Constitution, study on employee compensation salaries, and interactions with University Relations regarding website-related issues.

13. Old Business

None

14. New Business

1. *Charge to the Academic Affairs Committee to review the Outcome Assessment Handbook and make recommendations*

A motion was made and seconded to charge the Academic Affairs Committee to review the Outcome Assessment Handbook and make recommendations so that the document can be routed through the approval process.

Unanimous approval

2. *Vacant tenure-track positions*

Tabled

3. *Handbook revisions*

Revisions, which pertain to Section VI and Section VII of the Faculty Handbook, were introduced by Dr. Jenkins, who took credit for content changes. A vigorous discussion arose regarding standards for Faculty Personnel Policies (Section VI) and their application. Dr. Greene led the discussion, questioning accountability and uniformity of criteria set by departments and those determined by Faculty Handbook. Suggestions were made regarding minimal standards and interpretation of existing standards (e.g., service requires more than committee membership). Dr. Bentson remarked that accountability might be difficult to identify since it involves personnel matters. Discussion ended when Dr. Romine asked Senators whether they approved the approach of sending the draft document to Administration for review. Dr. Bentson suggested that text containing changes be highlighted before the document is sent to Administration.

A motion was made and seconded to charge the Chair of the Faculty Senate to send this draft document to the President.

Unanimous approval

4. *Dean selection process*

Dr. Romine focused on sections of the document that contained changes. Senators discussed the draft document distributed to them earlier. Discussion included queries about type of searches contemplated, concrete definition of terms such as ‘external search’, differences in the pool of candidates available to NMHU and to other universities, and usefulness of student input. Dr. Greene asked for evidence that would distinguish the effectiveness of an appointed administrator and that of an administrator who had undergone a search process. No answer was offered.

A motion was made and seconded to charge the Chair of the Faculty Senate to send a draft document to the President.

Unanimous approval

5. *Communication from the International Education Committee – Tom Corbin*

Dr. Corbin addressed two issues: implementation of a TOEFL program housed by the School of Education and composition of the International Education Committee. Concerning the first issue, Dr. Corbin enumerated the advantages of a TOEFL program and indicated that the committee was currently conducting a cost-benefit analysis. Several questions arose regarding the pool of potential TOEFL students, the possibility of international partnerships, and the various needs of international students.

Concerning the second issue, he recognized that current membership is inconsistent with language from the Faculty Handbook. He presented available options and recommended that the Senate change the Faculty Handbook to satisfy needs of the committee.

A motion was made and seconded to *charge the International Education Committee and the Library Committee to generate a language that addresses the needs of each committee regarding membership.*

Unanimous approval

15. Adjournment: The meeting adjourned at 4:40 p.m.

Respectfully submitted,

Maura Pilotti

Secretary/Treasurer