

# Approved Minutes

## Faculty Senate Meeting

27 April 2011

Science Annex Building, Room 329

New Mexico Highlands University, 3:00 p.m.

1. **Call to Order: 3:06 p.m.**
2. **Roll Call:**
3. **Present:** Maureen Romine (*Chair*), Stella Helvie (*Vice Chair*), Kenneth Bentson, David Braun y Harycki, Regina Briefs-Elgin, Tatiana Dutoit, Jayni Flores, Richard Greene, Julius Harrington, Kathy Jenkins, April Kent, Abbas Manafy, Maura Pilotti, Susan Williams, Jennifer Almand and Muluhngwi Penn (*GSA representatives*)
4. **Absent:** Shani Crawford (*Student Senate representative*), Jane Gorman (excused absence), Gilbert Rivera (VPAA), Maxine Salas, and Charles Swim.
5. **Approval of Agenda:** 27 April 2011 – as written
6. **Approval of Minutes:** 13 April 2011 – as amended
7. **Communication from the Administration:**  
Dr. Rivera was absent.
8. **Communication from the Chair:**  
Dr. Greene inquired about the status of the Dean search. Dr. Romine replied that no information was available at the present time. Dr. Romine then briefly mentioned the following issues:
  - ✓ The School of Business will be renamed School of Business, Media Arts and Technology effective on July 1<sup>st</sup>.
  - ✓ The Board of Regents approved a number of instructional programs (i.e., Program for Interactive Cultural Technology Certificate, Substance Abuse Certificate Program, Geographic Information Systems Certificate and Minor), changes to the Core Curriculum (Math 145, Art History I, Art History II, Modern Art, and Art of the Americas), and the Distance Education Manual.
  - ✓ The commencement speaker will be Mr. Hernandez, a graduate of NMHU.
  - ✓ Open forums for VPAA applicants are currently ongoing. CVs and cover letters can be distributed to Senators.  
A number of comments followed Dr. Romine's announcement. One common theme was an acknowledgement that the selection of the VPAA is critical to the functioning of NMHU.

A motion was made and seconded that *the Faculty Senate meet on May 11<sup>th</sup> to vote on the VPAA selection.*

Unanimous approval

- ✓ Degree Works will be ready for use by the fall. Training will be offered during Faculty Development Week.
- ✓ The Finance and Administration Committee approved a budget for NMHU.
- ✓ New funding mechanisms are currently being discussed at the State level. They differentiate among comprehensive institutions (e.g., NMHU), research universities (e.g., UNM), and community colleges.
- ✓ The Executive Committee of the Faculty will be meeting during the summer to address several unresolved issues (e.g., special course policy, university sanctioned absences, and revision of the Faculty Handbook). Members of the Executive Committee plan to meet with the President regarding revision of the Faculty Handbook.

Dr. Romine then highlighted the report she made to the Board of Regents on April 25<sup>th</sup>. The report included recipients of the Ballen Endowment Award (Cynthia Ruffin) and of the Pino Endowment Award (Dr. Merryl Kravitz and Dr. Mike Petronis) and an overview of work from the Faculty Senate Committees and the Faculty Senate.

**9. Communication from Academic Affairs:**

Dr. Bentson briefly illustrated the tasks accomplished by his committee, including examination/evaluation of the Master's programs in Public Affairs and Southwestern Studies, approval of the Handbook of Assessment for one year, and graduation list. Dr. Bentson then remarked on his committee's need for clerical support, mostly to record actions taken during each meeting and to post records on the NMHU website.

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

None

**11. Communication from the GSA:**

A discussion arose regarding events surrounding the merger of the Student Senate and GSA proposed by the Dean of Students. Penn Muluhngwi provided a chronology of events since the proposal was conveyed to the two organizations. Dr. Jenkins suggested that members of the GSA meet with the President and that a history of the organization be compiled. Dr. Romine indicated that the Faculty Senate's plan to write a letter to the President regarding this issue would go forward. Dr. Benston asked if the GSA had Bylaws besides a Constitution, and explained the difference between the two items when the answer was negative.

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

None

**13. Old Business**

*Distance Education update*

Dr. Jenkins provided an update regarding status of the distance education effort. She indicated that the self-study document would be finalized by semester's end or early summer and that a site visit would be scheduled for the fall semester.

A motion was made and seconded that *the Executive Committee of the Senate examine the self-study document for distance education, comment on it, and support as appropriate with input from the Faculty Senate.*

Approved with one abstention

*Chair selection process – language concerning a tie vote.*

The following language was revised to address the event of a tie vote under paragraph 4 (6<sup>th</sup> Week):

'In the event of a tie, eligible faculty from the department shall meet to resolve the tie. If a resolution cannot be reached, the dean, within 10 working days, shall appoint an interim chair selected from candidates submitted by eligible faculty of the department'.

A decision regarding proposed language was tabled until next week to give Faculty of the English and Philosophy Department time to comment. Dr. Briefs-Elgin requested this time extension.

**14. New Business**

*Election of Senate Officers and Executive Committee members*

Tabled until the next meeting.

*NCATE accreditation*

Dr. Braun y Harycki and Dr. Jenkins illustrated steps and timeline of the NCATE accreditation process. A discussion arose regarding the extent to which departments contribute to the process. Dr. Braun y Harycki clarified that copies of syllabi with teacher's competency standards and CVs are required if a discipline is one of the licensure areas. Dr. Helvie remarked on possible consequences of a failed accreditation effort.

**15. Adjournment:** The meeting adjourned at 4:34 p.m.

Respectfully submitted,

**Maura Pilotti**

Secretary/Treasurer