

Approved Minutes

Approved February 22, 2011

Faculty Senate Meeting
8 February 2012
Science Annex Building, Room 329
New Mexico Highlands University, 3:00 p.m.

1. **Call to Order: 3:09 p.m.**

2. **Roll Call:**

Present: Leslie Broughton (proxy for Kent, April: Library); Braun y Harycki, David (School of Education); Dutoit, Tatiana (Visual & Performing Arts); Flores, Jayni (School of Education); Gonzales, Margaret (*Staff Senate*); Greene, Richard (Computer & Mathematical Sciences); Harrington, Julius (School of Social Work); Helvie, Stella (School of Education); LeRoy, Peter (Exercise & Sport Sciences); Loewen, Kerry (School of Business, Media & Technology); Martinez, Edward (Natural Resource Management); Pilotti, Maura (Social & Behavioral Sciences); Rodriguez, Elaine (proxy for Manafy, Abbas: History/Political Science/Language & Culture); Romine, Maureen (Biology & Chemistry); and Williams, Susan (Nursing).

Also Present:

Absent:

Arguello, David (School of Social Work);
Kempner, Brandon (English & Philosophy)
_____, _____ (*Student Senate*)

3. **Approval of Agenda:** 8 February 2012 – Unanimously approved with one change.

4. **Approval of Minutes:** 25 January 2012 – Unanimously approved.

5. **Communication from the Administration:**

Dr. Rivera announced an upcoming talk and discussed the review process for sabbatical leave, tenure and promotion. He then mentioned the outcomes of past accreditation visits and listed the status of future ones.

6. **Communication from the Chair:**

The Chair noted that the new Student Center would be named after H. Sanchez in appreciation of his countless contributions to NMHU. She then reminded the audience that the Graduate Student Association no longer existed independently and that undergraduate and graduate students were now represented by one entity.

The Chair reviewed the report she gave to the BOR during its last meeting. She then reminded Senators that she had invited the Environmental Health and Safety Manager (Bill Sayre) and the Bookstore Manager to attend the next Faculty Senate meeting.

The Chair concluded her remarks by mentioning the upcoming chair selections in varied departments. She then read the list of executive committee members who had volunteered to serve as overseers. She was asked whether non-voting members could be in the room where the selection process occurs and whether they could ask questions. Upon consultation of the Faculty Handbook, the Chair stated that non-voting members should leave the room. References to the duties of the chair of a department across the academic year and to his/her eligibility were also discussed.

7. Communication from Academic Affairs:

Dr. LeRoy sent an electronic copy of a description of the work conducted by the Academic Affairs Committee and by the Emergency Planning Committee.

8. Communication from the Student Senate:

None

9. Communication from the Staff Senate:

Mrs. Gonzales discussed work accomplished by the Staff Senate, including a newsletter and a review/analysis of results from the staff survey. Mrs. Gonzales also mentioned successful completion by numerous Faculty of the suicide prevention online training and approval by the BOR of the Staff Senate's constitution.

A discussion arose regarding the President's gala. Envelopes containing invitations were distributed, and donations were encouraged.

10. Old Business:

a. ACT/SAT admission requirement – results of survey

Questions arose regarding response rates by department and the overall low response rate by Faculty. An overview of the rationale behind the proposal of an admission requirement and the usefulness of information that could be gathered from students' submissions was presented by Dr. Rivera.

Dr. Greene reminded Senators that Faculty serve in an advisory capacity. Concerns were expressed regarding the exact charge to be given to the Academic Affairs Committee. Dr. LeRoy asked that the charge to the AAC be unambiguous. Discussion arose regarding the entity (Academic Affairs Committee vs. Administration) that would be most suited to develop a proposal for implementing the ACT/SAT requirement.

The following motion was made and seconded:

The Chair of the Faculty Senate will request that Administration draft a proposal for implementation of the ACT/SAT requirement and return it to the Faculty Senate and the Academic Affairs Committee for review.

Unanimous approval

The following motion was also made and seconded:

The Instructional Technology Committee is charged to review synchronous and asynchronous requirements and make a recommendation to the Faculty Senate regarding implementation of a uniform policy.

Unanimous approval

11. New Business:

a) *The Academic Affairs Committee's request for reinstatement of a staff secretary*

The following motion was made and seconded:

The Faculty Senate supports the Academic Affairs Committee's request for reinstatement of a staff secretary.

Unanimous approval

Germaine Alarcon was mentioned as the current secretary. Questions arose as to whether the above-mentioned motion was necessary. Dr. Rivera indicated that he would ask Dr. LaGrange regarding the role of Germaine as secretary of the Committee.

b) *Nomination of Megan Jacobs to the Student Affairs Committee*

Unanimous approval

c) *Faculty Marshals*

Two Faculty were nominated as Faculty Marshals.

d) *Handbook revisions – Faculty Senate Committees*

Copies of revisions of the section of the Faculty Handbook involving membership and functions of committees were distributed prior to the meeting.

A question arose regarding the proper location of academic appeals. Namely, a Senator asked whether academic appeals pertained to the duties of the Academic Affairs Committee or should be moved to the Student Affairs Committee. Dr. LeRoy argued that academic appeals should remain the province of the Academic Affairs Committee.

12. Adjournment: The meeting adjourned at 4:43 p.m.

Respectfully submitted,

Maura Pilotti

Secretary/Treasurer