

Approved Minutes

Approved September 12, 2012

Faculty Senate Meeting

August 22, 2012

Science Annex Building, Room 329 - New Mexico Highlands University, 3:00 p.m.

1. **Call to Order: 3:06 pm**

2. **Roll Call:**

Present: Braun y Harycki, David (School of Education); Flores, Jayni (School of Education); Gadsden, Gloria (Social & Behavioral Sciences); Harrington, Julius (School of Social Work); Kempner, Brandon (English & Philosophy); Kent, April (Library); LeRoy, Peter (Exercise & Sport Sciences); Loewen, Kerry (School of Business, Media & Technology); Martinez, Edward (Natural Resource Management); Romine, Maureen (Biology & Chemistry); Swim, Charles (School of Business; Business); Williams Susan (Nursing); Montoya, Gabrielle (*Student Senate, undergraduate*); Rowlett, Joseph (*Student Senate, graduate*), and Sione, Tina (*Student Senate, President Pro Temp*).

Absent:

Gallegos, Gil (Computer & Mathematical Sciences);
Gorman, Jane (School of Social Work) – Excused;
Gonzales, Margaret (*Staff Senate*) – Excused;
Manafy, Abbas (History/Political Science/Language & Culture) – Excused;
Rivera, Gilbert (VPAA)

1. **Approval of Agenda:** August 22, 2012 – Approved unanimously

2. **Approval of Minutes:** May 9, 2012 – Approved with two corrections

3. **Communication from the Administration**

None

4. **Communication from the Chair – Dr. Maureen Romine**

The Chair reported on:

1. BOR Meeting, Aug. 3, 2012

- a. Faculty Handbook changes approved.
- b. Classes are offered at the NM Museum of Natural History of Science – Media Arts and Software Systems Design.
- c. Emeritus Faculty designation for Roy Lujan approved.
- d. Legislative requests for RPSP increases – Forest Institute and Athletics – approved.
- e. Parking lots and SUB – SUB completion by end of Dec. – HED and State Board of Finance approved increased level of funding; parking lots should be completed shortly.
- f. Undergraduate enrollment is up (6%, main campus, 4% centers) and graduate enrollment is down (4% main campus, 14% centers. Overall enrollment is down <1%.

- g. The Hay Group Study – Staff salaries – still waiting for complete report.
 - 2. Cabinet and Advisory Council meeting, Aug. 16th
 - a. Student Academic Integrity Policy is to go to BOR for action.
 - b. List of things to focus on for this year – Center for Teaching Excellence.
 - 3. Senate Meeting attendance and voting were read from the handbook.
 - 4. Handbook revisions
 - a. Section on the Dean was not considered.
 - b. Faculty Affairs Committee and Grievance Committee were given to Dr. Tom Ward to review.
 - c. Personnel Section VI was sent to the administration and still needs to be work on.
 - d. Non-tenure Track Faculty – writing policies, procedures, and a handbook is possible.
 - 5. Ballen and Pino Endowments: Ballen, \$24, 342 is available for this year; Pino \$5, 214 is available for this year.
 - 6. Senate Committee – faculty are responding to emails. Committees are coming together.
 - 7. Faculty lists will be posted soon. The current list from the VPAA office is in draft form.
 - 8. Dr. Pete LeRoy asked for an update on the dean searches. Both searches, Dean of School of Education and Dean of Arts and Sciences, have been suspended as more applicants are needed.
- 5. Communication from Academic Affairs – Dr. Pete LeRoy, Faculty Senate Liaison**
None
- 6. Communication from the Student Senate**
The Student Senate had its first meeting on Sunday, August 19. Two events were planned. One to be held on Thursday and one on Friday.
- 7. Communication from the Staff Senate**
None
- 8. Old Business**
- 1. Elections: Secretary, and two at-large members for the Executive Committee
 - a. Motion was made to elect Ms. April Kent for Secretary of Faculty Senate. Motion passed unanimously.
 - b. Motion was made to elect Dr. Gloria Gadsden as an at-large member of the Executive Committee. Motion passed unanimously.
 - c. Election of second at-large member of the Executive Committee tabled.
- 9. New Business**
- 1. Election of Faculty Senate Committee Members
 - a. Motion made to elect Dr. Ian Williamson to the Athletic Committee, and Dr. Lori Rudolph and Dr. Mary Shaw to the Student Affairs Committee. All were elected by acclamation.
 - 2. Election of Senate Representative for the Student Affairs Committee was tabled.
 - 3. General Faculty Meeting time will be kept at 1:00 p.m. on Fridays. Meetings will be as needed.
 - 4. The relationship of Graduate Coordinators to the Academic Affairs Committee was discussed. It was pointed out that more frequent meetings would be beneficial for coordinators. Dr. David Braun y Harycki said the Graduate Coordinators should be a subcommittee of Academic Affairs. Dr. Romine said that the committee could work as an

advisory committee to the graduate office working with Dr. Linda LaGrange with no tie to the Academic Affairs Committee. Dr. Brandon Kempner said any policies passed by this committee would have to be approved by the Academic Affairs Committee. This relationship will be discussed further by the Executive Committee.

5. Issues, concerns and activities for the 2012-2013 Academic year were discussed.
 - a. Retention was discussed.
 - b. Faculty speakers for Homecoming – The foundation would like to have four faculty members give talks during the mornings on the Thursday and Friday of Homecoming. Dr. Romine will send out an email request for speakers to the faculty. Dr. LeRoy suggested that at least one faculty speaker be a member of the Athletic Committee. The Executive Committee will discuss the matter further.
 - c. Plagiarism software – Dr. Romine said the senate will have to decide how to approach the issue of plagiarism detecting software. This software was brought up at the president’s cabinet. Student Senate President pro temp Tina Sione said that students are very concerned about cheating by students. Dr. Jayni Flores said that faculty need to be backed up by the administration and that faculty need to discuss different aspects of cheating. Dr. Braun y Harycki said faculty need to consider how they construct projects.
 - d. Center for Teaching Excellence – The past proposal for a center has been sent to the president. Dr. Romine suggested that ARMAS become involved with developing the center. Dr. Edward Martinez said that ARMAS is focused on the STEM fields. Dr. Martinez is not opposed to getting involved, but this would require expansion in ARMAS. It was pointed out that the School of Education has a professional development center for middle school teachers that might be helpful. Dr. Braun y Harycki said it is important for the center to be supportive, not punitive. Dr. Brandon Kempner said that faculty should start programs now and ladder up. Dr. Kempner proposed that faculty start with two to three brown bag lunches on teaching issues this semester. An ad hoc committee of Dr. Braun y Harycki, Dr. Kempner, and Dr. Martinez was formed to organize these events. Dr. Gadsden suggested Dr. Sara Brown as a speaker. Dr. LeRoy suggested distance education as a topic.
 - e. Scheduling classes and enrollment numbers for classes to make – It was noted that this semester’s schedule has been chaotic and there is a need to look at the schedule and see if time blocks are enforced. Room sizes and scheduling issues need to be addressed. Enrollment numbers and the timeline for cancelling classes also need to be investigated.
 - f. Electronic devices in classroom policy – There is no university wide policy on the use of electronic devices. The need for such a policy was discussed. The need for support for non-tenure track faculty was also mentioned.

10. Committee Reports and Announcements

None

11. Adjournment: 4:40 pm