

# Approved Faculty Senate Minutes

Approved October 23, 2013

## Faculty Senate Meeting

October 9, 2013

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

1. **Call to Order: 3:10 p.m.**

2. **Roll Call:**

**Present:** Braun y Harycki, David (School of Education); Christensen, Todd (Visual & Performing Arts); Flores, Jayni (School of Education); Gloria Gadsden (Social & Behavioral Sciences); Gonzales, Margaret (Staff Senate); Harrington, Julius (School of Social Work); Jenkins, Kathy (Exercise & Sport Sciences); Karaba, Robert (School of Education); Kempner, Brandon (English & Philosophy); Kent, April (Library); Loewen, Kerry (School of Business, Media & Technology); Manafy, Abbas (History/Political Science/Language & Culture); Martinez, Edward (Natural Resource Management); Romine, Maureen (Biology & Chemistry); Swim, Charles (School of Business, Business); Tahani, Hossein (Computer & Mathematical Sciences); Williams, Emily (School of Education); Williamson, Jordan (Student Senate, undergraduate).

**Absent:**

Gorman, Jane (School of Social Work)  
Rivera, Gilbert (VPAA)  
Williams, Susan (Nursing)

3. **Approval of Agenda:** October 9, 2013 - approved

4. **Approval of Minutes:** September 25, 2013 – approved with one correction

5. **Communication from the Administration**

No representative

6. **Communication from the Chair**

1. Academic Integrity Policy – The registrar’s office is working on the implementation of the flagging of students. The policy is out for a vote by the faculty.
2. Campus Post Office
  - a. Darlene Tapia reported to Dr. Romine that services will continue until further notice and possible changes are under review.
  - b. A solicitation for faculty, Dean, and office staff input has been sent out.

- c. Ms. Margaret Gonzales said that questions about the campus post office can be directed to her. Services are continuing as usual. The only difference is that students are now being charged a mailbox rental fee where in the past this fee was part of their housing fee.
- 3. Student appeals of the No-Trespass Policy decisions are covered in the Faculty Handbook under the duties and responsibilities of the Student Affairs Committee relating to disciplinary actions.
- 4. The Ad hoc committee on student evaluations will be sending out a survey to the faculty.
- 5. Peter Linder is the Chair of the Faculty Affairs Committee.
- 6. All Faculty Senate committees now have chairs. The website will be updated with these chairs.
- 7. Turnitin update – Several trainings for Turnitin have been scheduled and a guide has been sent out to faculty. Dr. Romine will check on training for centers.
- 8. Dean selection – arbitration process is proceeding.
- 9. VPAA committee. The forms have been approved and the committee will now be reviewing applications. There is one correction in the reported committee membership: Mr. Andre Garcia-Nuthmann is not on the committee; Dean Alfredo Garcia is on the committee. There were no changes in membership; the membership was reported incorrectly at the last meeting.
- 10. Faculty Committee – The HR liaison committee will be comprised of 3 members. Dr. Kathy Jenkins volunteered to serve on the committee.

**7. Communication from Academic Affairs**

- 1. The Biology BA degree without a designated minor was approved. The majority of the meeting was taken up with lively discussion about the Biology BA.

**8. Communication from the Student Senate**

Mr. Jordan Williamson reported that the Student Senate plans on being more active this year and will plan more activities.

**9. Communication from the Staff Senate**

- 1. The Hays Group Study is still being reviewed.
- 2. Job description should be sent out for review to employees and supervisors soon.
- 3. The Staff Senate is continuing discussion of the 1% increase and the 16 staff members who did not receive it.
- 4. The Staff Senate feels there should be an EEO office on campus separate from HR Office.
- 5. The Staff Senate will invite President Fries to their next meeting.
- 6. The Staff Senate is meeting again on October 22 at 10:30. The meetings are beamed via ITV.
- 7. Ms. Margaret Gonzales gave a report on Homecoming activities.

**10. Old Business**

1. Student Affairs Committee Draft Retention Plan – Possible Action Item
  - a. Item remains tabled so faculty can get comments from departments.
  - b. Comments on the draft can be sent to the Dr. Joe Sabutis or Dr. Gloria Gadsden.
2. Center for Teaching Excellence draft update
  - a. Three more faculty members volunteered to be part of the committee: Dr. Ruthy Watson, Dr. Mary Shaw, and Dr. George Lyon.
  - b. Dr. Brandon Kempner said the committee’s next step is to prioritize the goals that were suggested for the center.
3. Publicity for Faculty Activities Committee update
  - a. Dr. Romine and Ms. April Kent met with Mr. Sean Weaver on Thursday. Mr. Weaver discussed website changes. Mr. Weaver will post the sample faculty activities list discussed at the last Faculty Senate meeting on the Research at HU page. The Research at HU link needs to be reworded. Mr. Weaver asked Dr. Romine to discuss the new wording with the Faculty Senate. Renaming the link “About Our Faculty” was discussed.
  - b. Dr. Romine will give the list of faculty activities to the Board of Regents.
  - c. Mr. Kerry Loewen has a call out for a Media Arts student to format the handout. A brochure format was suggested.

**11. New Business:**

1. Departmental Websites
2. Website committee members were unable to attend.
3. The purpose of the discussion is to come up with a plan for how departments can have control of their websites. Departments need to be more in control of their webpages and be able to update their webpages in a timely manner.
4. Lively discussion ensued. Topics discussed include the website as branding, the website as a student (freshman, transfers, and graduate) recruitment and retention issue, the website as a faculty recruitment and retention issue, the need for more individualized departmental webpages, the need for quality control, the need for timely updates, needed technology, budgetary, and security concerns.
5. Motion made to approve the below resolution  
The Faculty Senate resolves that departments should be given autonomy over department webpages. – motion passed.
6. The Faculty Senate entered executive session to discuss the issue and next steps.
7. The Faculty Senate exited executive session.

**12. Meeting adjourned at 4:27 p.m.**