

Faculty Senate Minutes

Approved March 26, 2014

Faculty Senate Meeting

February 26, 2014

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

1. **Call to Order: 3:07 p.m.**

2. **Roll Call:**

Present: Aguilar, Teresita (VPAA); Alhosban, Amal (Computer & Mathematical Sciences); Braun y Harycki, David (School of Education); Christensen, Todd (Visual & Performing Arts); Gadsden, Gloria (Social & Behavioral Sciences); 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); Swim, Charles (School of Business, Business); Thompson, Grace (Student Senate, undergraduate); Walker, Diane (School of Education); Karen Brooks proxy for Williams, Susan (Nursing).

Absent:

Gonzales, Margaret (Staff Senate);
Gorman, Jane (School of Social Work);
Romine, Maureen (Biology & Chemistry);
Williams, Emily (School of Education);

Also Present

Ricardo Jimenez (Bookstore)
Marvin Perea (Educational Outreach Services)
Evonne Roybal-Tafoya (Educational Outreach Services)

3. **Approval of Agenda:** February 26, 2014 - approved with one modification

4. **Approval of Minutes:** February 12, 2014 – approved

5. **Communication from the Administration**

1. Dr. Aguilar has visited all but two departments.
2. Several faculty searches are moving along. There is a need for greater clarity for charges and timelines for each search.
3. Budget discussions have begun. Ms. Eileen Bentley is giving Dr. Aguilar summaries.
4. Sabbatical requests are under review as are tenure and promotion requests.

5. By the end of the term, the website should have clear information on academic programs and faculty information.
6. There will be a nursing accreditation visit at the end of March.
7. UNM passed a 120 credit hour bachelor's degree. NMHU should look at this issue again.
8. Lottery scholarship: A new stipulation is that students have to complete 15 credit hours a semester to maintain eligibility. There are questions about consortium students and remedial classes.
9. Strategic planning in academic areas: Dr. Aguilar will be looking at strategic enrollment management, academic capacity for different majors, degree plans, and ways of making degree information accessible in different ways. Dr. Aguilar will ask departments to assess the processes that enhance degree completion or get in the way of degree completion.
10. Dr. Fries is talking about having an open forum on the results of the legislative session soon.

6. Communication from the Chair

No report

7. Communication from Academic Affairs

1. There is an academic forms committee.
2. The number of admissions applications are down this year; however, students admitted is about the same.
3. April 2 program reviews of English and forestry begin.
4. The dual degrees issue has been tabled.
5. The graduate grading policy based on registrar Michael Raine's draft passed the Academic Affairs Committee.; it will go to the Faculty Senate next.
6. There was discussion of a +/- grading system; faculty agree there should not be an A+ or C- in a +/- system; discussion is ongoing.

8. Communication from the Student Senate

1. Grace Thompson, student senate secretary and head of the activities committee introduced herself.
2. The Student Senate is working on campus activities and on getting the graduate committee and graduate students more active in student government.
3. The Student Senate will be meeting this Sunday.

9. Communication from the Staff Senate

No representative

10. New Business: Dual Credit Student Report

1. Ms. Evonne Roybal-Tafoya, Educational Outreach Services (EOS) Director and Mr. Marvin Perea, AP New Mexico / Dual Credit Director

presented information on dual credit enrollment and reviewed information packets.

2. There has been a large increase in dual enrollment students due to new graduation requirements. In fall 2012, there were 48 dual enrollment students. In fall 2013, there were 117 dual enrollment students. In spring 2013, there were 42. In spring 2014, there are 101.
3. To take dual enrollment classes, high school juniors need a 3.0 GPA; high school seniors need a 2.0 GPA. The GPA is an institutional requirement. Dual enrollment students are not eligible for remedial classes unless it is concurrent with another class.
4. The university waives tuition, the high schools pay for books, and students pay for special fees.
5. EOS is doing a needs assessment with the high schools. It is expected that the number of dual enrollment students will go up again in the fall.
6. There was discussion of resources for faculty on how to best teach dual enrollment students; how to prepare high school students to be college students, the in loco parentis issue, and concerns that high school students are now the majority in some classes.
7. Mr. Marvin Perea said he could give presentations at the high schools to dual enrollment students on college expectations. He suggested that faculty put something together that he could then present.
8. EOS had an ad hoc dual credit committee with a mix of faculty, school administrators, and EOS staff. They plan on reconvening the committee.

11. **New Business: Bookstore**

1. Mr. Ricardo Jimenez, bookstore manager, presented information on the online adoption tool for faculty. He asked faculty to contact him if they have questions about the online adoption.
2. This information will be emailed to faculty by Monday.

12. **Old Business**

1. Regular meeting times for Senate Committees' in Faculty Handbook – discussion item. . .
Possible wording for the Handbook: All Senate committees shall meet a minimum of once per month but may meet more often as needed or as indicated in the Faculty Handbook descriptions of the committee (still a minimum once a month.)
motion made to
 approve amended wording
motion passed.
2. Dean Selection
 - a. It will be a month for arbitration to conclude on the dean search.
 - b. The president has sent a dean search procedure to the Faculty Senate Executive Committee.
 - c. Discussion of the proposed procedure included the differences between the different proposals; committee membership issues;

and handbook language. Points in the procedure needing revision and/or negotiation were reviewed. There was also discussion of interim deans. Dr. Aguilar pointed out that none of the procedures address a search for the graduate dean.

- d. The Vice President of Academic Affairs will meet with the Executive Committee to further discussion of the procedure.

13. New Business (continued): - tabled

3. Faculty Affairs Committee – Wording for the grievance process.
4. Professional and timely responses to communications.
5. Athletic Practice Schedules.
6. Center for Teaching Excellence meeting time.
7. Follow-up on ACT/SAT admissions requirements.
8. Admissions and financial aid implications of the Standards based Assessment requirements for high school diplomas.

14. Meeting adjourned at 4:50 p.m.