

# Approved Minutes

Approved April 9, 2014

## Faculty Senate Meeting

March 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); 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); Thompson, Grace (Student Senate, undergraduate); Walker, Diane (School of Education); Williams, Emily (School of Education); Williams, Susan (Nursing).

**Absent:**

Gorman, Jane (School of Social Work)

3. **Approval of Agenda:** March 26, 2014 - approved with two additions to New Business

4. **Approval of Minutes:** February 26, 2014 – approved

5. **Communication from the Administration**

1. Follow-up on President's forum. Thank you to the faculty who were able to attend the forum. President Fries offered several updates, include the funding formula, IPEDS data on peer institutions, results on the arbitration concerning dean searches, and examples of student success. He also offered his three goals for the institution to consider and act upon:
  - a. Be proud of and celebrate who we are.
  - b. Foster, support, facilitate, expect and celebrate value-added Student Success.
  - c. Expand Highland's educational, cultural, and economic leadership as a regional university with a national and international impact.

I agree that there are many gems at Highlands—in our programs, faculty, students, research, and other initiatives. We could well afford to direct more attention to the good...to the successes.

2. NMHU Foundation Board meeting. Was held on March 14 in Rio Rancho. Drs. Carol Linder and Jesus Rivas did excellent presentations on their research and ways in which they offer unique educational experiences and research opportunities for our students.
3. NMHU Center directors are working with academic units, department chairs and deans to coordinate course and degree offerings at our various Centers. Two examples: the Santa Fe center is a critical partner in the HEC (Higher Education Center based in Santa Fe). There will be a new facility—scheduled to open Jan. 2015, in which NMHU will have a strong presence. Other partners include NMSU, UNM, SFCC and the Institute of American Indian Arts. The Farmington Center director is working closely with Dine College in exploring opportunities for partnerships and assessing interests in creating additional articulation agreements. They are also working closely with San Juan College as we deliver our Oil and Gas Mngt programs.
4. Exploring more formal structure for a Graduate Council. Thanks to Dr. LaGrange for surveying current graduate coordinators on their support for creating and formalizing a Graduate Council that would be advisory to the graduate dean and responsible for setting policies for graduate education. Results are forthcoming.
5. The NM Higher Education Work Group which is comprised of presidents and provosts of NM IHEs has been meeting with the state PED on matters that will significantly impact teacher preparation programs in higher education. The assessment focus is alive and well in these discussions. This movement suggests an increased need for coordinated efforts between faculty in CAS and EDUC in preparing our teacher education students with the content needed in multiple teaching areas and the ability to test well to demonstrate acquisition of this content knowledge.
6. Preliminary discussions with West Las Vegas superintendent and his team with NMHU leadership on the question of better coordination between our institutions—with a goal of greater student preparedness and success. Thanks to Dr. Hill for the data provided on the 6-year graduation rates for local high school students. Results far exceeds the overall university average of 18-20%. West Las Vegas graduates had a 31% graduation rate at NMHU; Mora graduates reported a 40% 6 year graduation rate. We can build on these successes demonstrate how we serve the local/regional area.
7. Proposal for offering some bachelors degree programs with a minimum of 120 credit hours. While this will be presented as an action item from the AAC, I would highlight that UNM took the lead in approving the 120 credit hour minimum, and that other IHEs in NM will be looking to follow suit. I will be happy to address any questions on this when the AAC presents their recommendation. I understand that the Student Senate has also discussed this topic at a recent meeting.

8. Faculty and deans searches. We have four current searches for tenure track faculty lines and hope to fill these positions to start in the fall, 2014. The decision was made to postpone the dean searches due to the very late date—too late to start searches with any hope to complete before the end of this semester. We will continue with interim deans and are also going to be looking at some reorganizational structures. These conversations will occur within the respective units.
9. The Nursing department had a successful accreditation visit, meeting the four standards. There are some issues that will need to be addressed. One of their concerns had to do with nursing faculty being fully involved in faculty committee and in shared governance. The issue of having tenure/tenure-track faculty in the department was raised in the review.

**6. Communication from the Chair**

1. Chair Selection – Natural Resources Management, Jennifer Lindline; Exercise and Sports Science, Joe Schmalfeldt; Teacher Education, Carolyn Newman; Curriculum and Instruction, Wally Thompson
2. Faculty Marshals – Ruthy Watson, Kathy Jenkins, Margot Geagon, Carmen Vidal-Lieberman, and Karen Brooks
3. Program Review – “test run” approved by Dr. Aguilar with one change to include student learning outcomes for each level of program (certificate, majors, minors, etc.)
4. AAC recommendations:
  - a. Purchase of an institutional license for an electronic signature program – being addressed by the committee reviewing academic forms
  - b. Sharepoint account for documents – checking on contact person
5. Faculty Affairs Committee – wording for the grievance process concerning mediators sent back to the committee for consideration
6. Professional and timely responses to communications – brought up at the Cabinet/ Advisory Council meeting. No particular solutions offered.
7. Center for Teaching Excellence – setting up a meeting with the administration
8. Follow up on ACT/SAT admissions requirements effects on enrollment – report from Jean Hill
9. Admissions and financial aid implications of the Standards Based Assessment requirements for high school diplomas – response from President Fries
10. Arbitration – no decision on the merits of the case– dismissed because the grievance was not filed within the time limit for the action being grieved.
11. Dean search survey (approximately 50–50 split) now moot because of the results of the arbitration and the President announced the searches are cancelled. The Faculty Association EC and the Senate EC have sent a joint letter to the President indicating that we would like to proceed with the revision of the Dean section in the Handbook as a next step.

12. Cabinet and PAC meeting March 20<sup>th</sup> – most topics covered in the President's forum.
13. Sabbaticals – 10 turned in; 4 will be awarded
14. Administration evaluations – deadline of April 4<sup>th</sup>
15. Ballen Scholar – information at the NMHU web site
16. BOR meeting on Friday
17. Student evaluation of faculty – April 21st-June 6<sup>th</sup>; Social Work April 28<sup>th</sup> through June 6<sup>th</sup>
18. Faculty Activities Committee report. The proof of the Faculty Activities brochure was passed around and plans for printing and distributing it were discussed.

Motion made to

support the printing of the brochure and its distribution at  
Friday's Board of Regents meeting

Motion passed.

**7. Communication from Academic Affairs**

1. Mr. Kerry Loewen reported on the highlights of the last meeting of the Academic Affairs Committee.

**8. Communication from the Student Senate**

1. Ms. Grace Thompson reported on the activities of the Student Senate.
2. Student Senate elections will be on Thursday, April 10, 2014 and Friday, April 11.

**9. Communication from the Staff Senate**

1. The Staff Advisory Senate met on Tuesday, March 18 and is scheduled to meet again on Tuesday, April 15, 2014. The Senate typically meets once a month during the academic year. The latest issue of the Staff Advisory Senate Newsletter was distributed on March 18.
2. Staff Suggestion Boxes are being checked regularly and suggestions/comments are being forwarded to the President, Human Resources and any areas affected by these comments/ suggestions.
3. Some of the items the senate is working on include:
  - a. The Hay Group Study – where do we go from here/posting of job descriptions – link on website
  - b. Voice Mail/Email concerns
  - c. HR/EEOC/Affirmative Action concerns – two separate offices needed
  - d. Hepatitis Vaccinations
  - e. Annual Staff Survey
4. The Staff Senate has recently offered two trainings
  - a. Customer Service Training offered to faculty/staff/students – March 11 & 12, 2014 – over 200 participants
  - b. Active Shooter Training – March 21, 2014
5. Upcoming Elections will be on May 27 & 28. 10 members' terms are up.

**10. Old Business:**

1. Tabled items (Part of Chair's Report)
  - a. The items tabled from the last meeting were part of the Chair's report not business items.
2. Dean selection - tabled

**11. New Business:**

1. Nomination of Dr. Tom Ward for the Financial Planning Committee – action item  
Motion made to  
elect Dr. Ward to the Financial Planning Committee  
Motion passed.
2. Faculty Senate representative for dean search committee - tabled
3. Graduate Grading Policy – action item  
Motion made to  
support the Graduate Grading Policy  
Motion passed.
4. 120 credit minimum for Baccalaureate degrees  
Motion made to  
table this item until the next meeting when it will be an action item to give Faculty Senators time to discuss this issue with their departments or schools  
Motion passed 9 in favor, 1 opposed, 1 abstention
5. Proposal for policy regarding 2<sup>nd</sup> BA and clarification of wording in the catalog.  
Motion made to  
table this item until the next meeting when it will be an action item to give Faculty Senators time to discuss this issue with their departments or schools  
Motion passed 9 in favor, 2 opposed, 0 abstentions.  
Dr. Romine will confer with Dr. Woodford-Gormley and then email the final wording of this policy to members of the Faculty Senate.
6. +/- Grading – survey faculty  
Motion made to  
send the draft survey (not sent) from the handout to faculty via SurveyMonkey along with the explanatory email and the Grading Systems at New Mexican Colleges and Universities (2014)  
Motion passed
7. Organizing Graduate Coordinators – council or Senate Committee – tabled
8. Handbook Revisions: transfer of grievance procedures to Faculty Affairs Committee with removal of the Grievance and Conciliation Committee from the Handbook – tabled

**13. Meeting adjourned at 4:56 p.m.**