

Approved Minutes

Approved April 23, 2014

Faculty Senate Meeting April 9, 2014

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

1. **Call to Order: 3:06 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); Manafy, Abbas (History/Political Science/Language & Culture); Martinez, Edward (Natural Resource Management); Romine, Maureen (Biology & Chemistry); Swim, Charles (School of Business, Business); Ryan Andrews Armijo proxy for Thompson, Grace (Student Senate, undergraduate); Walker, Diane (School of Education); Williams, Emily (School of Education); Williams, Susan (Nursing).

Absent:

Gonzales, Margaret (Staff Senate);
Gorman, Jane (School of Social Work)
Loewen, Kerry (School of Business, Media & Technology);

3. **Approval of Agenda:** April 9, 2014 - approved

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

5. **Communication from the Administration**

1. Board of Regents meeting. Held on March 28 from 10 am to 5 pm. Approved the Associate Degree in General Engineering. Also approved increased travel reimbursement rates. Next meeting scheduled for April 23, 2014.
2. Search for VP for Advancement. Interviews held on April 8, 2014. Three candidates from the Registry. Thank you to those who were able to participate and provide feedback on candidates. Announcement will be made by the President when a decision is made.
3. Update on Interim Dean Selection for Social Work. Met on April 9, 2014 with full time faculty and field instructors to discuss a process for gathering input and nominations. The two current interim deans for the College of Arts and Sciences and the School of Education will continue.

4. Recruitment and Retention Initiatives:
 - a. Fall Convocation for incoming Freshman Class...the “Class of 2018.” Coordinating with Student Affairs in planning. Proposed date is Friday, August 15. Will invite faculty to participate—possibly in regalia. Beginning of a new tradition to reinforce the goal of graduation. Will seek faculty volunteers to offer “mock classes” for parents and families of students on the afternoon of Thursday, Aug. 14. Especially beneficial to first-generation students’ families.
 - b. Pilot of block/prescribed first semester course scheduling to increase possibility for greater academic success/performance. Implications for eligibility for the Lottery Scholarships. Working with Registrar, Student support and faculty in core courses.
 - c. Letter-writing by deans to students who have been admitted to NMHU to welcome them to campus and provide a brief statement of the academic area of students; expressed interest. Goal is to increase the yield (admits to enrolled).
 - d. Refinement of scholarship programs, criteria and amounts. Will be helpful in recruitment and in setting fundraising targets. Working on more timely letters of offer to undergraduates.
 - e. Reviewing current faculty advising practices—seeking models of effective advising strategies.
5. Proposed Graduate Council. Results are in, with the majority of respondents supporting a formal structure. Dr. LaGrange will take the lead in working with a group/task force to propose the structure.
6. Deans and directors planning retreat to be held in mid-May after commencement.

6. Communication from the Chair

1. Board of Regents, March 28, 2014
 - a. Officers of the Board remaining the same – Chairman, Leveo Sanchez; Vice Chair, Jesus Lopez; Sec -Treas. Frank Marchi
 - b. Subcommittee appointments the same – Academic and Student Affairs – Nancy Long; Finance and Administration – Jesus Lopez
 - c. Approved an Associates of Science Degree in General Engineering
 - d. Approved the Emeritus Faculty nomination of Meryll Kravitz
 - e. Resolution from the Student Senate endorsing and supporting the reduction of the minimum number of credit hours for bachelor’s degrees from 128 to 120.
 - f. Faculty Senate Report - handout
2. Sabbaticals awarded: Warren Lail, Megan Jacobs, Mike Petronis and Rey Martinez
3. Setting up a meeting of the EC with President Fries and Dr. Aguilar to discuss the Student Academic Integrity Policy and the proposal for the Center for Teaching Excellence

4. General Faculty Meeting on April 30, 3:00-5:00 pm in Slinger Hall 100 to discuss changes to the Faculty Handbook and other issue. Topics for discussion should be sent to Dr. Romine.
5. Faculty Activities Brochure – funding from the Faculty Senate budget. Money previously used for certificates will be used. Letters will be sent to the faculty thanking them for their service on committees.
6. International Education Committee is working on study abroad policies and procedures; looking at cost and insurance issues.
7. Instructional Technology Committee is working on the distance education manual. The committee will be meeting again in a couple of weeks.

7. Communication from Academic Affairs

1. Mr. Todd Christensen reported highlights of the last meeting of the Academic Affairs Committee.
 - a. There has been 1 undergraduate appeal and 1 graduate grievance.
 - b. The BA in Conservation Management passed and will go to Board of Regents next.
 - c. Discussion of program review. The timeline for English and forestry has been extended by a few weeks. The reviews should be done by end of semester. Programs for fall review were discussed.
 - d. Discussion of workflow between Faculty Senate and Academic Affairs Committee. Clarification is needed on what needs approval by Faculty Senate. Dr. Kathy Jenkins brought up the idea that anything that gets sent to the Board of Regents should come through the Faculty Senate for approval first. The Executive Committee will work on wording to describe the relationship between the committees and the approval workflow.

8. Communication from the Student Senate

1. Ms. Ryan Andrews Armijo reported that Student Senate elections are tomorrow and Friday. The debates were held last night.
2. The Student Leadership Recognition Banquet is tonight at 7:00 pm in the Student Union Building ballroom.

9. Communication from the Staff Senate

No representative

10. Old Business:

1. Dean selection – tabled
2. Faculty Senate representative for dean search committee – tabled
3. +/- Grading – survey faculty
 - a. Survey results were reviewed. The results will be sent to the Academic Affairs Committee.
 - b. Motion made to

charge the Academic Affairs Committee to develop a proposal for a +/- grading system that would take into consideration how current academic policies, athletics, and financial aid would be effected. This policy would eventually be voted on by the voting eligible faculty.

Motion passed

4. 120 credit minimum for Baccalaureate degrees – action item
 - a. Department and school feedback reported. Comments included support for the minimum provided that programs would not have to change based on the new minimum; concerns about the possibility of a narrowing of the curriculum, possible cuts to programs, and possible cuts to core requirements; a need to stress that this would be a minimum and not a maximum allowable number of credits; and questions about financial implications, at both the state and federal level.
 - b. Motion made to support the resolution to move from 128 to 120 minimum credits for a bachelor's degree and to preserve the academic integrity of the programs and the core requirements with the knowledge that programs may require more credit hours. This issue will be revisited if critical issues regarding credits hours need to be addressed.

Motion passed 11 in favor, 1 abstention

5. Proposal for policy regarding 2nd BA and clarification of wording in the catalog. – action item
 - a. Department and school feedback. Many departments and schools didn't have a chance to discuss this issue.
 - b. Dr. Romine will send information about this issue out to all faculty.
 - c. Action on this item tabled.
6. Organizing Graduate Coordinators – council or Senate Committee
 - a. Discussion about how this body would work with the Academic Affairs Committee. Discussion included how policy matters would be handled; how to avoid redundancy; how membership would be determined; duties and responsibilities workload issues; how faculty would be designated as graduate faculty; and revisions of the graduate handbook.
 - b. Dr. Romine will send these issues and concerns to Dr. Linda LaGrange.
7. Handbook Revisions: transfer of grievance procedures to Faculty Affairs Committee with removal of the Grievance and Conciliation Committee from the Handbook
 - a. These changes will be on the agenda for the April 30, 2014 General Faculty meeting.

- b. Dr. Susan Williams brought up the issue of the evaluation of non-tenure track faculty and concern about getting input from non-tenure track faculty.
- c. Discussion of non-tenure track faculty and governance.
 - i. Dr. Brandon Kempner referred to the AAUP's reports on this issue, including the "New Report on Contingent Faculty and Governance" available on the AAUP's website.
 - ii. Dr. Williams brought up different departmental needs in terms of type of faculty.

11. New Business:

- 1. Faculty Activities Report
 - a. Dr. Brandon Kempner asked for feedback on the process of soliciting entries and on the length of the entries for the Faculty Activities brochure.
 - b. Please send suggestions to the Faculty Activities Committee: Dr. Brandon Kempner, Mr. Kerry Loewen, and Ms. April Kent.

12. Committee Reports and Announcements

- 1. Dr. Emily Williams solicited members for the Faculty Development Week Committee. Dr. Romine will send out a general solicitation email.

13. Meeting adjourned at 4:39 p.m.