

Approved Minutes

Approved October 8, 2014

Faculty Senate Meeting

September 24, 2014

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

1. **Call to Order: 3:04 p.m.**

2. **Roll Call:**

Present: Christensen, Todd (Visual & Performing Arts); Dominguez, Joseph (Student Senate – Graduate); Gadsden, Gloria (Social & Behavioral Sciences); Harrington, Julius (School of Social Work); Izaguirre, Ariadna (Student Senate – Undergraduate); Jenkins, Kathy (Exercise & Sport Sciences); Karaba, Robert (School of Education); Kempner, Brandon (English & Philosophy); Loewen, Kerry (School of Business, Media & Technology); Manafy, Abbas (History/Political Science/Language & Culture); Martinez, Edward (Natural Resource Management); Ratzlaff, Elizabeth (Staff Senate); Romine, Maureen (Biology & Chemistry); Swim, Charles (School of Business, Business); Williams, Emily (School of Education); Williams, Susan (Nursing); Zebrowski, Cheryl (Library)

Absent: Aguilar, Teresita (VPAA); Gorman, Jane (School of Social Work); Walker, Diane (School of Education, excused);

Also Present

3. **Approval of Agenda:** - approved with one change

4. **Approval of Minutes:** September 10, 2014 – approved with one correction

5. **Communication from the Administration**

a. No one present

6. **Communication from the Chair**

- a. The ad hoc Forum Committee on the identity of the university includes Dr. Petronis, Dr. Ross and Dr. Leon with Dr. Derkas as chair
- b. Handbook revisions include absence of the chair and grievance procedures and will most likely be discussed at the next Senate meeting
- c. Student Academic Integrity Policy survey was sent out and results will be shared at the next meeting
- d. Board of Regents next meeting is Oct. 10th. Anyone is welcome to attend and speak during the open comments period.
- e. Most Senate Committees are complete. Dr. Romine will pass out the list at the General Faculty Meeting

- f. Executive Committee met with the Research Committee's former chair to see how the committee can be improved. It was suggested that there be two separate research days – faculty and student.
 - i. Participation is a problem with several committees. Several ideas for promoting participation include only 2 excused absences before being removed from the committee, and minutes be sent to senate secretary.

7. Communication from Academic Affairs

- a. Dr. LaGrange reported that we have received two grants including: A title V co-op grant to help integrate tech into the curriculum and get core courses online. Three new staff members will be hired to work with Evonne Roybal-Tafoya. A 5-year title Vb grant for post graduate studies (\$2.5m) that will fund 7 positions in the Education department.
- b. The registrar is looking to redo and standardize the form for independent studies. He is also looking for an ad-hoc committee to help with catalog submissions.
- c. Fewer Retroactive withdrawals will be allowed than in the past.

8. Communication from the Student Senate

- a. Budget discussion includes how much graduate students can ask for. This money is used for conference attendance or research projects.

9. Communication from the Staff Senate

- a. Peggy Sanchez was elected as President.

10. Old Business:

- a. Changes to the dean section of the handbook
 - i. Motion made to approve the proposed changes. Motion passed with 1 abstention
 - ii. It will now go to the full faculty for 30 days before they vote on it.
- b. +/- Grading
 - i. Motion made that the Academic Affairs recommendation on +/- grading be sent to the full-time faculty, with an amendment that the part about not having to use +/- should be on the policy itself.
 - ii. The policy vote will go out on Survey Monkey with a two week time-frame.
- c. Graduation honors – calculating GPA – tabled as Academic Affairs was not able to discuss it at their meeting.

11. New Business

- a. Election of committee members (action item)
 - i. Delores Ortega for Student Affairs Committee was elected
- b. Distance Learning Manual update
 - i. Dr. Harrington reported that the main changes were reorganization, formatting, updated terminology, and separate sections for faculty and students.

- ii. It was approved at their last meeting. Phil Escue has some concerns about security and defining what services ITS provides.
- iii. Future issues to discuss with registrar are synchronous/asynchronous policies.
- iv. Faculty should review before senate approves
- c. Charge to the Faculty Development Committee
 - i. Pursuing grants may be the CTE director's responsibilities once they are hired. In the meantime, the committee should determine what assistance from the administration they would need, such as time and expertise.
 - ii. Charge to the committee to identify the resources necessary to pursue faculty development activities and grant opportunities, etc. Approved unanimously.

12. Committee Reports and Announcements

- a. Faculty Development Committee is having a speaker come on Oct. 14 & 15 to discuss poverty, rural schools, and exploratory learning.

13. Meeting adjourned at 3:54 p.m.