

General Faculty Meeting Draft Notes
November 11, 2015

Approved January 14, 2016

4:00

Sininger Hall 100

1. Call to Order: 4:06 p.m.

Note: quorum not obtained (21 voting Faculty attendees) 24 needed for a quorum.

2. Approval of Agenda: unable to approve the agenda.

3. Approval of Minutes: unable to approve the minutes from September 30.

4. Faculty Senate Chair Report

- a. The Board of Regents meeting was on Monday. They were in executive session for 4 hours on the Maakwa contract and other important issues.
 - i. Lively discussion on the naming of School of Social Work, which was tabled.
 - ii. Honorary & Dual degree passed
 - iii. The Strategic Plan should be done by end of Academic year
 - iv. Searches:
 1. Athletic Director – getting ready for on-campus interviews
 2. VP Advancement search has begun.
 3. Business & Education search are moving slowly, with large pool of applicants.
 4. Social work just getting started.
 5. There are about 15 faculty searches.
 - v. Finance Report: Cash reserves up, enrollment up slightly whereas enrollment in other schools in New Mexico is down.
 - vi. The Day Care Center will be contracted out, with reduced rates for faculty, staff & students.
 - vii. Updating the Campus Master Plan.
- b. Our suggestions about the Strategic Plan were sent to Dr. Aguilar.
- c. 3 manuals in progress: Distance Ed, Advising Manual, Adjunct & Visiting Professor Manual.
- d. Website policy – departments may have more control over their pages.
- e. Big Ideas Reading Group met on Monday, with the author skyping in. Mix of faculty and staff. We will solicit nominations for spring book, with faculty voting on final selection.
- f. Alcohol policy is close to being drafted. There will be designated area for alcohol sales.
- g. The RFP to examine workflow in HR has gone out, and the committee will be meeting Friday to review them.
- h. Work Study – HR should clarify how to request work studies.
- i. Strategic Enrollment Plan will be coming out soon.
- j. HED endowment grant for High Impact Teaching Practices was accepted, but we will need to raise \$250,000 in matching funds by March.
- k. There were concerns about the Public Education Department's investigation of Charles Trujillo, Mora School District Superintendent, who had falsified his

credentials. Dr. Fidel Trujillo had sent a letter to PED. President Minner conducted an internal investigation and determined there was no deliberate misconduct on the part of Highland's personnel. However, Students want to know specifically what was done.

5. Old Business

- a. ACTION ITEM: Faculty Handbook, Sections IV and V
 - i. A quorum not obtained, but will send out for 30 day review.
 - Term limits for all committee members: 6 years recommended, 9 years maximum
 - Proposed term limits for committee chairs: 4 years for FS Chair / 3 years for all other committees
 - FS Chair from any current FS member
 - Moved up FS Chair election
 - Ability to shift course releases if they can't be used
 - All committees must have a secretary; must report minutes and attendance to FS Secretary
 - All committees must meet 3 times a semester
 - Committee members and chairs can now be removed for failing to show-up or do their duties
 - Academic calendar formally added to Academic Affairs duties
 - Website added to Instructional Technology duties
 - Annual research day added to Research Committee duties
 - Policy Manual added to Executive Committee duties
 - Crossed out the "more than 4 members can't resign" in several committees
 - Provided consistency for committee chair elections: all take place at first meeting
 - Change to International Education committee membership and duties
 - Grievances moved to Faculty Affairs; grievance procedure rewritten to not conflict with CBA
 - Grievance committee eliminated
 - All other red or yellow marked changes.
- b. ACTION ITEM: Strategic plan follow-up
 - i. No action taken as a quorum not present

6. New Business

- a. Discussion item: Evaluation of Administrators
 - i. Looking at 4-5 questions based on each administrator goals and allowing space for general comments. General results should be presented at a General Faculty meeting.
 - ii. The process should be secure and completely anonymous so it can't be tampered with.

7. Announcements

- a. The Local Labor Board staff unionization meeting was cancelled since a 72 hour notice was not sent out by the University.

8. Meeting adjourned at 4:53 p.m.