

**Faculty Senate Meeting**  
**April 13, 2016**  
Approved August 24, 2016

**Lora Shields, room 329- New Mexico Highlands University, 3:00 p.m.**

**1. Call to Order: 3:00 p.m.**

**2. Roll Call:**

**Present:** Burns, Jim (School of Education); Coggins, Kip (School of Social Work); Jeffries, John (Computer Science & Math); Jenkins, Kathy (Exercise & Sport Sciences); Kempner, Brandon (English & Philosophy); Loewen, Kerry (School of Business, Media & Technology); Main, Douglas (School of Education/Counseling & Guidance); Ortiz, Luis (School of Business); Romine, Maureen (Biology & Chemistry); Williams, Emily (School of Education); Williams, Susan (Nursing); (Zebrowski, Cheryl (Library)

**Excused:** Christensen, Todd (Visual & Performing Arts); Rodriquez, Elaine (History/Political Science/Language & Culture);

**Absent:** Williamson, Ian (Social & Behavioral Sciences);

**Also Present:** Linder, Carol (proxy for VPAA); Marrs, Diana (Center for Teaching Excellence); Ratzloff, Elizabeth (Staff Senate)

**3. Approval of Agenda:** MOTION MADE AND SECONDED to approve the agenda with changes to order. Motion passed.

**4. Approval of Minutes:** – MOTION MADE AND SECONDED to approve the Minutes from March 23<sup>rd</sup> with one correction. Motion passed.

**5. Communication from the Administration**

- a. Dr. Carol Linder reported that the HLC task force has sent their response to HLC and will be going to Chicago on April 25<sup>th</sup>. Open forums are happening this week.
- b. Budget process is being revised to include a proposed budget committee, with more departmental input and tied to strategic goals.
- c. There will be \$500,000 cut for next year, with \$300,000 coming from Academic Affairs. Departments have been asked to look at adjuncts, overloads, and release time.
- d. The Strategic Planning Committee is developing an online template for Unit Strategic Plans.
- e. The search committee for the School of Social Work dean is doing telephone interviews.
- f. The VPAA is encouraging departments to try to teach 8 week and intersession classes. How does this work with the budget cut?
- g. The state General Education Task force is moving forward. They have collected syllabi and will use automated analysis to come up with the common course numbering.
- h. Homecoming is October 7<sup>th</sup>. The committee is encouraging departments, disciplines or colleges to do open houses for current students and alumni. Discussion on how to include center students.

## **6. Communication from the Chair**

- a. Meeting schedule for the rest of year: 2 hour General Faculty meeting on 4/23/16.  
Possible meeting in May, depending on the business we have
- b. Jennifer Lindline was selected for the Leadership program
- c. Board of Regents updates:
  - i. Tuition Raise (\$600 a year)
  - ii. Student fee (\$150 a year)
  - iii. Nice tour of Trolley Barn; beautiful except for Facilities Building
  - iv. Should the Faculty Senate have an office over there?
  - v. Repurpose Media Arts as a Museum
- d. Dean Search, Business. The committee met with Dr. Aguilar and decided to take a look at any applications which have come in after our initial deadline.
- e. Chair Selection: Visual and Performing Arts still on hold.
- f. Pino Endowment Committee. Dr. Derkas was nominated and elected as chair.
- g. HIPS grant – How and when will it get spent? There's now an additional \$286,000, with Chairman Sanchez personally donating \$100,000. Diana Marrs would like it to go to support students.
- h. Campus wide Big Ideas reading will discuss "The Value Equation" next Monday. The Big Ideas book discuss will take place in two weeks.
- i. Evaluation of administrators is due this Friday. Please encourage all faculty to complete them.
- j. The Ballen scholar is doing an event for faculty next Thursday at 3:00 at the CTE.

## **7. Communication from Academic Affairs**

- a. Approval of the split of the Department of Social and Behavioral Sciences into the Department of Psychology and Department of Sociology and Anthropology.
- b. Kerry Loewen was elected chair, Dr. Gadsden, vice-chair & April Kent as secretary.
- c. A sub-committee was formed to revise the early alert process.

## **8. Communication from the Student Senate**

- a. No one present.

## **9. Communication from the Staff Senate**

- a. Worked on dashboard data, bylaws and professional development.

## **10. Old Business**

- a. ACTION ITEM: Advising Manual
  - i. This manual formalizes our current practices. Next year, the manual should be revised because there are or will be several major changes.
  - ii. MOTION MADE AND SECONDED to approve the advising manual with a change of Freshman Forum to Integrated Seminar. Motion passed unanimously
  - iii. Send Dr. Kempner any items, problems or questions which should be worked on next year.
- b. ACTION ITEM: Retention Plan
  - i. Dr. Edward Martinez arrived at 3:15 to discuss the plan.
  - ii. There is both a Retention Council and Enrollment Management Council – how will they work together?
  - iii. The real goal is to promote academic success, not just retention.
  - iv. Dr. Martinez will be sharing an annual report with the campus community.

- v. MOTION MADE AND SECONDED to approve the retention plan with the understanding that the committee will be making minor corrections and it will be presented at the next General Faculty meeting. Motion passed unanimously.
- c. Web Policy
  - i. The policy is set-up to protect the university.
  - ii. It gives departments the option of designating a person or two to edit their web pages.
  - iii. Any ideas or complex issues should be discussed with the web staff. The Instructional Technology committee reviewed and approved it.
  - iv. Training needs to be offered. Kerry Loewen suggested that tutorials and other resources be made available.
  - v. MOTION MADE AND SECONDED to approve the Web Policy with the Instructional Technology Committee to work with the Center for Teaching Excellence to develop training and a presentation during faculty development week. Motion passed unanimously.
  - vi. This will need to be approved by the Board of Regents before it goes into effect.
- d. Update on Faculty Senate Charges
  - i. Dr. Kempner wrote up a summary of what was accomplished this year and what is still outstanding. It will be updated.

**11. New Business:**

- a. ACTION ITEM: Zoom to replace Collaborate
  - i. Some technical questions were not able to be answered, and so this item was rescinded.
  - ii. Instructional Technology committee should make a presentation for the General Faculty next fall.

**12. Committee Reports and Announcements**

**13. Meeting adjourned at 5:01 p.m.**