

Faculty Senate Meeting Minutes

August 23, 2017

Approved September 13, 2017

Sininger Hall 100 and via Zoom

1. Call to Order: 3:01 p.m.

2. Roll Call:

Present: Coggins, Kip (Social Work); Cruz, Patricia (Education; Educational Leadership); Ensor, Kevin (School of Education; Counseling & Guidance); Flood, Jeanie (Nursing); Gadsden, Gloria (Sociology, Anthropology, & Criminal Justice); Harrington, Edward (Visual & Performing Arts); Jeffries, John (Computer Science & Mathematics); Jenkins, Kathy (Exercise & Sport Sciences); Lauren Fath (English & Philosophy); Lindline, Jennifer (Natural Resources Management); Meckes, Shirley (Education; Teacher Education); Meron, Angela (Media Arts & Technology); Ross, Kristi (proxy for Rodriguez, Elaine (History & Political Science)); Romine, Maureen (Biology); Sammeth, David (Chemistry); Sedillo, Paul (Education; Special Education); Vargas Blanco, Edgar (Languages & Culture); Williamson, Ian (Psychology); Zebrowski, Cheryl (Library)

Absent: Ortiz, Luis (Business)

Also Present: Gonzales, Roxanne (VPAA/Provost); Kempner, B. (NMHU HLC Accreditation Director)

3. Approval of Agenda: MOTION MADE AND SECONDED to approve the agenda with the addition and prioritization of a discussion of the composition of the AVPAA and Registrar Search Committees under New Business. Motion passed.

4. Approval of Minutes: – MOTION MADE AND SECONDED to approve the Minutes from April 12, 2017. Motion passed.

5. Update from B. Kempner, NMHU HLC Accreditation Director

- Shared that HLC Assurance Argument is posted on NMHU website and encouraged faculty to proof read document. Don't feel obligated to read document in its entirety. Encouraged faculty to review portions, look for typographical errors or readability problems. In particular, point out any and all split infinitives to Dr. Kempner – bring it!
- Shared that HLC is going to the Alb and Rio Rancho Centers on the Friday before the 11/06-11/08 main campus site visit. Need faculty, staff, student participation.
- Reminded faculty to be honest, positive, and complimentary and to speak about the criteria only.
- Was reminded by Zoom Senator (with cute dog in background) the difference between criterion (singular) and criteria (plural).

6. Communication from the R. Gonzales, VPAA/Provost

(Note – sluggish salutation from faculty; need lame cookies and drinks at next Faculty Senate meeting to wake the membership up!)

- Shared her pleasure that after reviewing the Potential Agenda Items for Senate AY 2017-18, her AY agenda is similar. She is reviewing handbooks for consistency in language and

policies. Hoping for a consistent and streamlined hiring policy to ensure steps, offices are congruent. For example, aims to adopt e-documents with pull-down menus for titles, job responsibilities, and other areas to that these are parallel in documents throughout the hiring chain.

- Raised question about if/when appropriate to convert a retained term faculty line to tenure-track? Will be asking Deans to inquire about status of contingent lines and begin dialogue.
- Expressed ongoing concern about the late date for hiring contingent faculty (some contracts still coming in during this 2nd week of classes). Considering having a pool of contingent faculty that were already vetted, pre-approved for university to quickly roll in when course schedule, enrollment numbers require a hire.

7. Communication from I. Williamson, Faculty Senate Chair

- Shared early semester activities:
 - Been itemizing potential agenda items for Faculty Senate based on input he has been receiving from faculty.
 - Been working on committee updates; contacting Deans, Chairs and encouraging representation.
 - Intending to invite Committee Chairs to FS meetings to maintain open line of communication, participation. Heard a suggestion to have the Committee Chairs speak at General Faculty meetings instead of FS meetings to have broader audience.
- Shared that searches being put in place for AVPAA and Registrar; will dialogue later in meeting about search committee composition.

8. Communication from Academic Affairs (G. Gadsden)

- No report.

9. Communication from the Student Senate (N. Lujan)

- No report.

10. Communication from the Staff Senate (L. Thornton)

- **No report.**

11. Old Business:

- a. Discuss ongoing committee charges (handout).**

Academic Affairs:

- To work with the Administration and Student Support Services to formulate an official Early Alert policy.
- To recommend a policy for final exams and snow day cancellations during finals week.
- To create an online repository of officially approved syllabi.
- To recommend a policy on class minimums and cancellations.
- To examine, with the Technology Committee, the implications of changing the mode of delivery of a course approved in one delivery mode (on-ground) being offered in a different mode (on-line).

Student Affairs Committee

- To work with the VP of Strategic Enrollment Management to revise the Student Advising Manual.

- To work with Dean of Students Kimberly Blea and CTE Director Diana Marrs to refine the Disruptive Student policy by adding sections on online students and students at Centers.
- To investigate broadly student code of conduct language for online students.

b. Invite Committee Chairs to Senate Meetings; prioritize invitations based on important charges (tabled)

12. New Business:

a. Composition of Associate VPAA Search Committee and Registrar Search Committee (tabled)

b. Vote on Faculty Senate Committee membership (tabled)

c. Discuss effective processes for hiring of contingent faculty (tabled)

d. ACTION ITEM: Charges to committees (tabled)

- i. **Academic Affairs**
- ii. **Student Affairs**
- iii. **Faculty Affairs**
- iv. **Faculty Research Committee**
- v. **Outcomes Assessment Committee**
- vi. **International Education Committee**
- vii. **Financial Planning Committee**
- viii. **Athletic Committee**
- ix. **Library Committee**
- x. **Technology Committee**
- xi. **Graduate Council**

d. Discuss Degree Audit inconsistencies

13. Other items (tabled)

14. Meeting adjourned at 4:02 p.m.