

General Faculty Meeting Minutes
August 10, 2017
Approved August 23, 2017

3:00 - Sininger Hall 100 and via ZOOM

1. Call to Order at 2:58 p.m.

Note: quorum obtained (63+ voting Faculty attendees); 25 needed for a quorum.

2. Approval of Agenda: MOTION MADE AND SECONDED to approve the agenda by moving the HLC report before the report from the Provost. Motion passed.

3. Approval of Minutes: MOTION MADE AND SECONDED TO approve the minutes from April 26. Motion passed.

4. Report from Roxanne Gonzales, Provost and VPAA

- a. Wants to align all handbooks and documents to the CBA.
- b. First priority for the FY19 budget is to keep HLC accreditation as well as accreditation for those disciplines with outside oversight.
- c. Wants to be strategic about the menu of options we offer our different population of students. Intends to have discussions about what courses can be taken on-line without impacting on-ground courses. Aware of digital divide in New Mexico and need to look at market as well as faculty skillset for increasing on-line enrollment options.

5. HLC Report:

- a. Documentation to be turned into HCL by September 11th. Must pass all 23 criteria. We did not pass 9 of them. The visit is November 6-8. Visit will likely involve meetings with Chairs, contingent faculty, and more. Final decision in June 2018.
- b. 3 reasons we didn't do well
 - i. Didn't understand the new process. Assurance argument to prove we meet their criteria, rather than a self-study.
 - ii. Our assurance document was poorly written.
 - iii. Campus visit was poorly presented. They are not a faculty advocacy group. Balance negative with positive.
- c. 4 out 5 of the reviewers will be administrators.
- d. Open forum on August 21st.
- e. Draft assurance argument – Brandon requests faculty body to read the document and provide him with constructive feedback. The more eyes the better.
- f. Brandon will over to half time as HLC and move to Academic Affairs office next year. Steering committee will stay in place.

6. Faculty Senate Chair Report

- a. "Bicameral governance system" at Highlands

- i. Association based on Collective Bargaining Agreement for working condition for tenure/tenure-track faculty.
 - ii. Senate based on Faculty Handbook for governance.
- b. Rights and Responsibilities
 - i. We've fought hard for the rights we've gained. It is our responsibility to participate and especially take leadership roles.
- c. Committee participation
 - i. This fills the service part of the faculty contract.
 - ii. Committees need to focus on specific issues that make a difference.
- d. Faculty Handbook and Policy updates approved by BOR.
 - i. Small change to notification of contingent faculty about classroom observation (24 hours to 48 hours).
 - ii. Budgeting changes – the chair of Academic Affairs gets a quarter time release.
 - iii. Implementation of the minimum qualifications of faculty.

7. Current Issues

- a. Indirect costs and research monies
 - i. M. Petronis gave a brief presentation about indirect costs. There is no policy on how indirect costs are distributed. It currently goes into the general fund. He will post the draft policy for comments.
- b. Section VI of the Handbook, especially faculty searches-not discussed.
- c. Other issues of concern that were raised at the meeting
 - i. How faculty searches are conducted.
 - ii. Who will have oversight of online courses.
 - iii. General qualifications of faculty are problematic.

8. Adjournment at 3:56