

Faculty Senate Meeting Minutes
November 13, 2019
Approved December 11, 2019

Sininger Hall 100 and via ZOOM, 3:00 to 5:00p.m.

1. Call to Order.

2. Roll Call.

Present: Chadborn, Daniel (Psychology); Coggins, Kip (School of Social Work); Ensor, Kevin (Counseling & Guidance); Gardner, Sandra (Nursing); Garcia-Nuthmann, Andre (Visual & Performing Arts); Fox-Hausman, Mariah (Media Arts & Technology); Valenzuela, Norma (Languages and Culture); Arshad, Al (Business Administration); Lindline, Jennifer (Natural Resources Management); Jeffries, John (Computer & Mathematical Sciences); Hayward, William (Exercise & Sports Science); Karaba, Robert (Education; Education Leadership); Kent, April (Library); Meckes, Shirley (Education; Teacher Education); Romine, Maureen (Biology); Tamir, Orit (Sociology, Anthropology & Criminal Justice); Williams, Steven (History & Political Science); Villarreal, Ben (English & Philosophy); Ulibarri, Chris (Student Senate Representative); Ann Wolf (Education, Curriculum and Instruction) ; Gonzales, Roxanne (Provost, Ex-Officio Member); Minner, Sam (President, Ex-Officio Member).

Also Present: Inca Crespin (Interim Registrar, Staff Senate Representative); Donna Miles (Education); Gloria Gadsden (Anthropology, Sociology, and Criminal Justice); Mike Petronis (Natural Resources Management). Gil Gallegos (Computer Science); Keith Tucker (Interim Dean of School of Business, Media, and Technology); Karol Ibarra Zetter (Languages and Cultures); Brandon Kempner (Interim Dean of College of Arts and Sciences); Jeanie Flood (Nursing); Chein-Chung Chen (Business Marketing); Beth Massaro (Social Work); Christine Duran (Dean of the School of Social Work).

Excused:

Absent:

3. Approval of Agenda.

Discussion of additional items and clarification of a dense agenda. Motion AK, Seconded MR, passed, 0 opposed

4. Approval of Minutes from 10/23/2019.

AK move approval, KC seconded, unanimous approval

5. Communication from the President (S. Minner)

Last time bookstore, thinks it left go with current contract for Spring, use Spring for options. There are many options and we can loo

Only Sodexo can see what's been ordered, we need to

GG: department heads can see whats been ordered

KB: current contract? We have at least 2 more years?

Opportunity Scholarship: state free scholarship proposal. Wants some faculty input. Thinks first break as support or not? Dr. Minner supports it. Believes it would be a big error to be against it. Right now the proposal is a last dollar proposal and they get the last funding they need to cover tuition cost. He is opposed to the last dollar program side, as they tend to benefit more wealthy kids (in that they won't get Pell or other funding that would give them more funding) If this goes, some tuition cap might have to be in place due to the last dollar issue, Dr. Minner is also against a tuition cap.

CUP meeting this week: asking for 8% new money for all institutions, 5% salary compensation asking, also leaning into a full funding for compensation. Last year the 4% was complicated. The institutions received only 55% of that money to cover it and they had to cover the rest. They are looking for 5% and that all the moneys given to the institutions to cover it. Also more money for dual credit and building.

Governors priorities. Higher ed is not as focused on her list, lower Ed it more important.

RPSP: wants to engaged faculty in this discussion on how we get new money for new programs and moving forward and wants a unified discussion and front for new projects to move forward.

Athletic director search, finalists coming in. Searching for new title IX, finalists coming in.

HLC general meeting is scheduled Feb 28-March 1 2022, everything has to be in by then. The date is set.

OT: last meeting during finals, general faculty will also meet in that time.

Dr. Minner commented on his good relationship with Senate leadership during his time at Highlands so far.

GG: Concerned with Board of Regents meeting when no one got to speak at the end, enrollment, senate speakings.

Dr. Minner: the regent agenda is drafted and sent to the chair, he moves things around and they have deferred things to following meetings and everything has to be addressed by the entire committee. The regents have the prerogative to set the agenda and discuss items as they see fit as long as it takes.

OT: comment regarding that Robert's Rules were not followed in discussion of the golf course, granted greater time to townsfolk time and then allowed unrecognized discussion after. This is an issue that we want to discuss quality of enrollment and education and reports from HLC, VP of Enrollment were not heard.

Dr. Minner: go directly to them or I would be happy to address these issues with them. The chair said he was deferring items because there were no action items.

6. Communication from the Administration (R. Gonzales).

Shared priorities to submit to Max and was asked to give topmost priorities in final requests. Want to share budgeting requests with us.

A lot of positions we requested, put those up best for institution. As we modify new and programs moving forward, having I. Designers are imports. A grants developer to work with faculty and departments, 3. Doctor of Nursing Practitioner Director: if we get RPSP money it would be used for this, if we don't get it we can use our funding for it. Jason Meade is leaving, we are looking for 2 new designers and add his salary to their positions to keep them using a competitive salary.

4. Increasing salaries or not going to be able to be competitive with potential new hires.

New money for marketing, cost, programs, etc. As well as development for them. Upgrading library collection resources, professional development and travel and doesn't address professionals like the librarians or deans or bring someone in. New moneys for equipment across the board to enhance teaching abilities.

Rio Mora not just AA but across university to aid in helping this local place stay accessible to the faculty and students.

Proposing a cut of revenue to stay in Dean and Department budgets and use that pot of money to use as the school or department sees fit.

Also more marketing moneys.

Many thanks for faculty helping students bounce back from Cyberattack and numerous students have shared their satisfaction with faculty support.

CRM has been approved by the board, moving forward!

7. Communication from the Chair (Tamir).

The EC submitted a letter in August investigating handbook violations in searches. The association received information and we have not received anything back.

Also sent a letter to president regarding return to work employees. We found out through Rep Salazar that the new law was not interpreted correctly in regards to the loss of an employee. We are still waiting on a response. This also goes back to the beginning of the semester.

Circulated a computer and tech survey and asked for feedback, both needs assessment but also classroom, whiteboards, etc.

Lots of congratulations to school of education who worked hard for accreditation visit.

8. Communication from Academic Affairs (A. Wolf).

Last AAC meeting had 4 programs where forestry had asked to put prereqs in descriptions. To be voted. Music has 3 new courses. To be voted 11/20. Alternative licensure program is looking for separate seminars. Will be working on special Ed changes and next meeting.

9. Communication from the Staff Advisory Senate (A. Ludi)

Representative here in Adele's place. Scheduled to meet tomorrow. Biggest topic will be the hacking and how it impacted staff. Also serves on Strategic planning committee and survey has been sent out to be taken.

10. Communication from the Student Senate (C. Ulibarri).

Nothing to report

11. Old Business

a. Changes to the Graduate Catalog.

Suggestions, move to approve?

MR: communications received?

OT: only school of business comments.

IW: language on page 6: an enrollment of 6 credits are sufficient? Full load? If approved by coordinator and chair

Student who wasn't well and wasn't able to do a full time load but was able to receive financial aid and it would be a way for them to receive aid or keep GA and have to drop 1 class for some reason like if its canceled. But this is only with permission with coordinator/chair.

Will include changes from school of business

Motion to approve DC, Second MR: 16 in favor, 0 opposed, 1 abstention.

b. Changes to Contingent Faculty Handbook.

Proposed changes to the contingent faculty handbook, we finally got it from faculty affairs.

Some comments were sent.

Discussion

MR: faculty definitions section: retain term faculty/ lecturer/etc should just be type of contract. Faculty handbook titles have been changed and the handbook is changed so the references need to be made.

We have to decide to handle it or send it back to FA or EC handle it.

CD: sent earlier, they have a lot of interest as they have a lot of per course instructors (70-80 year sometimes). Couple of suggestions:

1. orientation: exact dates of orientation will be in contract and/or announced by department.

2. faculty senate: contingent full time faculty are eligible to serve even if they don't have voting rights.

3. recommendation for how often CF are evaluated. Some conflicted language on page 25: one hand it says every semester, every new term observation, then mentions annual observation. Later it says annual summary evaluation. CD recommends the observations done in first semester and then annually after. Currently says follow ups every 2 years.

MR: more: use of standard form for classroom observation. Previously was able to use a form from ASU which allows to customize it for the individual and faculty rather than standard form, previous it was flexible, it should be left that way.

SG: yes, similar comments regarding flexible observation form. Also including CEU/conferences and keep proficiency and licensure. The online doesn't apply to them, they would need a more customized evaluation concerning being accessible, available, grades in, emails responded to, etc.

KC: We had people who are teaching online zoom and async and current evals don't fit that context. Observations require a lot of modifications to the form.

SG: there are things they need to assess but it's not a one size fits all.

OT: Leaving language the way it is flexibility is there, the other issues SG brought up are not the purview of this body.

Motion to leave wording of evaluations: MR, KC second: 17 approve, 0 opposed, 0 abstain.

Other suggestions brought forward:

IC: when evals are going on every semester and its onerous on record keeping. First intake, every year after. No requirement externally it takes every semester.

RG: previous institutions with high contingent. They did 1st semester formative observation and then just did an annual eval.

Motion for first semester class observation and then annual summary evaluations with bi-annual observations. DC Motion, SG Second. 18 approve, 0 opposed, 0 abstentions.

We have 3 types of contracts and they have to match with the ranks in the books. Definitions need to be brought in concordance.

Resolving conflict between this and Faculty Handbook: EC will take up discussion and path forward and bring it back to reflect the handbook: MR motion, Second: 18 approved, 0 opposed, 0 abstentions

12. New Business

a. New Hire of Faculty Senate Admin Assistant and Work Study

Discussed!

b. Approval of Matrix for Degree Comparison Nursing Program.

The nursing program submitted a document to AA and sent it to Senate and we required a clearer document/matrix. Dr. Gardner submitted it and it fell between the cracks. We asked for it to be submitted last April.

MR: Approve, DC: Second. 17 approve, 0 opposed, 0 abstentions

c. SOE Dean Search committee member candidates.

Circulated emails seeking volunteers. On deans searches their has to be a majority of faculty, how many individuals does the senate recommend. 5? 6? All? The handbook leaves it opens.

EC suggested 5

Some faculty are not tenured.

RK: 4-5 suggestion

Odd number seems best

CU: brought up student search members

Discussion of number, ballot, online?

Ballot Online to be sent out tomorrow. Tenure and area also added.

d. **School of Business, Media, and Technology Dean Search committee member candidates.**

Apply same procedures and ballot for SoB. Tenure and area of study.

e. **CTE Board – Humanities member election.**

i. **Todd Christiansen and Erika Derkas**

2 candidates, one needs to be selected.

Vote: as Erika is in Social Sciences and Gloria is also on the committee
vote Todd in as candidate: unanimous.

f. **Amnesty Changes Proposal.**

Clarification and what is under consideration is currently under 2.0 can do it, this would allow students with a 2.25 or a 2.5 to also apply for amnesty.

New language would allow an OR option.

Current language: ...took courses from Highlands University and then stopped matriculation for five years or more because of poor grades (GPA less than 2.0), academic probation, or dismissal.

Proposed Language: ...took courses from Highlands University and then stopped matriculation for five years or more because of poor grades, academic probation, or dismissal.

Motion to approve language and clarification: **DC motion, MR second: 15 approved, 1 opposed, 1 abstention.**

13. Executive Session.

Executive Session was entered. Much was discussed.

Motion to come out of ES: unanimous

14. Public Action as Necessary on Other Closed Session Discussions.

SW: Motion for EC of FS work with EC of Student Senate, Staff Senate, and FA to craft a response to treatment at regents meeting. Unanimous.

15. Adjournment.

Motion: Second: Unanimous