

**Faculty Senate Meeting**  
**August 27, 2008**  
**4:00 pm, Kennedy Lounge - New Mexico Highlands University**  
**Minutes - Draft**

1. Call to Order
2. **Present:** Orit Tamir, Lee Stauffer, David Lobdell, David Arguello, Merryl Kravitz, Peter Linder, Merritt Helvenston, Julius Harrington, Jim Peters, April Kent, Maureen Romine, Kathy Jenkins  
  
**Absent:** Mike O'Brien  
  
**Others present:** Mbiatem Ndip Gordon Godlove – Graduate Student Senate Representative
3. Approval of Agenda: Agenda approved unanimously as amended.
4. Approval of the minutes – minutes approved as corrected – 10 for, 2 abstentions.
5. Communication from Administration – There was no representative from the Administration.
6. Communication from the Chair – Dr. Romine
  - a. The president put together an advisory council with staff, faculty, administration, and Faculty Senate representatives. During the first meeting:
    - The Senate Chair indicated that president asked that the Faculty Handbook will undergo changes in accordance with the articles agreed upon in collective bargaining.
    - NMHU staff members are trying to put together a staff senate. They will also try to make changes to the band system
    - Student senates try to increase students' involvement in NMHU life.
    - The president discussed Campus security issues.
    - The president will seek faculty input on ideas for Strategic Planning.
    - The BOR will have an on-campus retreat on Sep. 12<sup>th</sup>.
7. Academic Affairs – Dr. Romine
  - Jill Baker is acting chair. The committee was given the charge from the Senate.
8. Communication from the Graduate Senate - Mbiatem Ndip Gordon Godlove
  - No report at this time.

9. Communication from the Student Senate – Dr. Kravitz
- 40-50 student are interested in representing NMHU students on the Student Senate.
10. New Business
- a. Charge to the Athletic Committee:
- Review the duties and responsibilities of the Athletic Committee, especially those concerning sections 5.a., and 5e (below). Dr. Jenkins made the motion, Dr. Linder 2<sup>nd</sup>. The motion passed unanimously
- 5. Duties and Responsibilities**
- a. Review and monitor all athletic programs of the university to ensure that such programs are of benefit primarily to the student/athletes and that policies reflect local needs and interests of the university community.*
- e. Review and approve/disapprove schedules prior to each athletic season, or before teams' schedules are finalized. Demonstrate concern for the student/athlete in regard to such factors as length of season, number of contests, frequency and length of trips, departure times, number of class days missed, and level of competition. Games should not be scheduled during final exam week or the two days prior to finals.*
- b. Senate representatives
- Student Affairs – Merritt Helvenston by acclamation,
  - Academic Affairs – David Lobdell by acclamation.
  - Student Senate – To be determined during next Senate meeting.
- c. Class scheduling – Dr. Romine.
- Several faculty members asked that departments and program will adhere to the allotted scheduling time slots only.
  - Dr. Jenkins – the time blocks are designed for pure lecture classes, not for lab classes.
  - Dr. Linder – the dean used to police the scheduling.
  - The Senate will wait until after the Scheduling Meeting this coming Friday.
- d. NCA – Dr. Jenkins
- A faculty team called the Academy Team volunteered to work on NMHU's outcome assessment for 4 years. According to NCA the team will report on NMHU's progress as well as review reports of other participating universities. If NCA finds weaknesses in NMHU's Outcome Assessment the university's 4 year commitment to the process will help.

- NMHU's Academy Team was flown to Chicago for 5 days intensive training.
- The team wants to come up with a model based on pieces that are already in place. The team divided the outcome assessment into the following areas: Developmental courses, Core Curriculum, and Programs Outcome Assessment.
- The team is also looking at outcome assessment themes that other universities that participate in the Academy Team developed.
- Dr. Jenkins asked Faculty Senate to help in the development of 4-5 start-up themes that faculty wish NMHU students to have. It is a way to use outcome assessment for strategic planning. The list of themes is needed by 12/15/08.
- During the second year of the process the themes will be incorporated into the outcome assessment plan. Later on NMHU's Academy Team will begin discussions on how to measure the achievement of these themes.

Respectfully Submitted by

Orit Tamir, Ph.D.  
Faculty Senate Secretary