

General Faculty Meeting Minutes
September 30, 2015
Approved January 14, 2016

4:00 p.m., Sininger Hall 100

1. Called to Order at 4:06

Note: quorum obtained (33 voting Faculty attendees and 1 non-voting attendee)

2. Approval of Agenda: MOTION MADE AND SECONDED to approve the agenda. Motion passed unanimously.

3. Approval of Minutes: MOTION MADE AND SECONDED to approve Minutes from April 22nd and August 18th Motion passed unanimously.

4. Faculty Senate Chair Report

- a. HLC visit this week. The committee felt that Highlands' budget has been cut to the bones and it is affecting our work. The HLC committee was very positive about our commitment to student success.
- b. Administrative searches
 - i. Business and Education Dean searches are starting. Social Work Dean search will begin shortly. VP for Advancement is going forward. No word on a search for VP of Finance.
- c. The Shared Governance Letter, written on behalf of the Senate and Association, was sent to President Minner. A meeting is set-up with him next Friday.
- d. HR – A review of business practices will be done by an outside organization. Faculty Affairs has been charged to look into job search procedures.
- e. Budget – Will be discussing with President.
- f. Recruitment – This is one of the President's main goals.
- g. Website –The Senate is considering adding this to the Instructional Technology Committee's duties.
- h. Strategic Plan – Will be presented to faculty senate at the next meeting
- i. SARA compliance – paperwork is complete, and waiting for approval from SARA.
- j. CTE – Diana Marrs is the new director and will be giving a short presentation.
- k. Distance learning Manual should be finalized this semester.
- l. The Senate will be putting forth handbook revisions this year, and after they have been approved, a new one will be published.
- m. Evaluation of Administration – will hopefully get to this in October
- n. Committees populated, but still need members on Faculty Affairs and the Forums ad hoc committees.
- o. Academic Catalog and Calendar. The catalog is now moving forward. Will recommend that Academic Affairs have a role in the creation of the Academic Calendar.

- p. Big Ideas Reading Group by President Minner. The first book is *Aspiring Adults Adrift*. This one is full, but sign up at the President's office for the Spring Semester.
 - q. President Minner would like to involve faculty and staff in looking at the *Chronicle of Higher Education* best places to work criteria, and improve our work environment.
 - r. Discussed the need to print everything for General Faculty Meetings. It was the consensus to project documents, with just a few print copies available.
 - s. CBA – agreement has been reached with administration and will be voted on by faculty.
- 5. Invited Guest: Diana Marrs, Director of the Center for Teaching Excellence**
- a. She will be holding a series of trainings. Recordings will be available on the CTE website.
 - b. Website has lots of information. cte.nmhu.edu
 - c. She is also available for one on one consultation
- 6. New Business**
- a. ACTION ITEM: Honorary Degrees
 - i. Dr. Minner asked that the senate look at setting up a policy since there is none.
 - ii. MOTION MADE AND SECONDED to approve the guidelines on Honorary Doctorate Degrees. Motion passed unanimously.
 - b. ACTION ITEM: Faculty Handbook Section IV and V
 - i. With a new administration, we are able to move forward on updating the handbook.
 - ii. Discussion centered on term limits so that there is more turn-over and more chances for leadership roles. Some felt that nine years should not be an option, except in exceptional cases.
 - iii. No action taken at this time.
- 7. Other**
- 8. Announcements**
- 9. Meeting adjourned at 5:03**