

**Faculty Senate Meeting**  
**January 27, 2016**  
**Approved February 10, 2016**

**Lora Shields, room 329- New Mexico Highlands University, 3:00 p.m.**

**1. Call to Order: 3:00 p.m.**

**2. Roll Call:**

**Present:** Aguilar, Teresita (VPAA); Burns, Jim (School of Education); Christensen, Todd (Visual & Performing Arts); Coggins, Kip (School of Social Work); Izaguirre, Ariadna (Student Senate – Undergraduate); Jeffries, John (Computer Science & Math); Jenkins, Kathy (Exercise & Sport Sciences); Kempner, Brandon (English & Philosophy); Loewen, Kerry (School of Business, Media & Technology); Main, Douglas (School of Education/Counseling & Guidance); Marrs, Diana (Center for Teaching Excellence); Ratzloff, Elizabeth (Staff Senate); Romine, Maureen (Biology & Chemistry); Williams, Emily (School of Education); Williams, Susan (Nursing); Williamson, Ian (Social & Behavioral Sciences); (Zebrowski, Cheryl (Library)

**Excused:**

**Absent:** Rodriquez, Elaine proxy for Abbas Manafy (History/Political Science/Language & Culture); Ortiz, Luis (School of Business);

**Also Present:**

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

**4. Approval of Minutes:** MOTION MADE AND SECONDED to approve the Minutes from December 9th. Motion passed with one abstention.

**5. Communication from the Administration**

- a. New Appointments:
  - i. Bob Clifford, new athletic director
  - ii. Theresa Law, new VP for Advancement
  - iii. Dr. Edward Martinez, Interim VP of Strategic Enrollment Management
  - iv. Dean of Education to start Feb. 1
- b. Interim appointments in Provost Office – restructuring offices, expanding services, outreach
  - i. Dr. Jim Alarid, Interim Director of Office of Research and Sponsored Programs
  - ii. Dr. Carol Linder, Interim Associate VP for Academic Affairs
  - iii. Dr. Warren Lail, Interim Dean of Graduate Studies
- c. Statewide Educational Initiatives
  - i. Common course numbering/articulation by August 2017
  - ii. Core Curriculum discussions
  - iii. Meta Majors
- d. HLC Accreditation
  - i. Preparation of response prior to April visit

- ii. Work groups to address each concern
    - iii. New Mission Statement and Strategic Plan for BOR
  - e. Discussions in progress for the 5 year Master Plan
  - f. The Distance Learning Manual is close to being finalized
- 6. Communication from the Chair**
- a. Professional Development Week Committee has been formed.
- 7. Communication from Academic Affairs**
- a. Registrar will be asking departments to verify prerequisites and repeatable courses
  - b. Learning Communities have requested that a time block of 10:00-12:15 not be used for any other core level courses.
- 8. Communication from the Student Senate**
- a. Need a treasurer and there are 4 spots open. Accepting Applications
  - b. Have \$3000 left from last semester which will rollover
- 9. Communication from the Staff Senate**
- a. Updating by-laws with minor changes
  - b. Working on a staff development plan
  - c. Suggestion box survey will be going out
- 10. Old Business**
- a. MOTION MADE AND SECONDED to adopt Zoom as a Distance Learning Tool, with instructor of record determining how it is to be used in a specific class, and Zoom not to replace any existing platform. Motion passed unanimously
  - b. Visiting/Term/Retained Term Manual has been sent out for review
    - i. Executive Committee will incorporate responses next week
    - ii. Dr. Kempner will hold a forum with Visiting/Term/Retained faculty
  - c. Advising Manual for Faculty still needs some degree plans.
- 11. New Business:**
- a. Need new members for the Executive Committee. Kathy Jenkins nominated and elected.
  - b. Spring 2016 Big Ideas Reading Group. A survey of book choices will be distributed at the General Faculty Meeting.
  - c. Statewide Core Initiatives – Campus Task Force to assist with the state initiatives
  - d. Web Page policy to be developed so that departments might have more control of their pages. Discussion regarding web site in general, and the need for more pictures and allowing departments more recruiting efforts
  - e. Will be working on a Disruptive Student Policy which tells a faculty member how to handle the situation. There is information for the student in the student handbook, but not for faculty.
- 12. Committee Reports and Announcements**
- a. Staff voted in favor of unionization.
- 13. Meeting adjourned at 3:59 p.m.**