Faculty Senate Meeting Minutes
September 11, 2019
September 25, 2019

September 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); Arshad, Al (Business Administration); Garcia-Nuthmann, André (Visual & Performing Arts); Jeffries, John (Computer & Mathematical Sciences); Hayward, William (Exercise & Sports Science); Karaba, Robert (Education; Education Leadership); Kent, April (Library); Lindline, Jennifer (Natural Resources Management); Meckes, Shirley (Education; Teacher Education); Fox-Hussmann, Maria (Media Arts & Technology); Romine, Maureen (Biology); Tamir, Orit (Sociology, Anthropology & Criminal Justice); Williams, Steven (History & Political Science); Valenzuela, Norma (Languages and Culture); Villarreal, Ben (English & Philosophy); Esquibel, Monique (Staff Senate Representative); Ulibarri, Chris (Student Senate Representative)

Also Present: Duran, Christina (School of Social Work); G. Gadsden (Sociology, Anthropology, and Criminal Justice); Kempner, Brandon (Interim Dean of College of Arts & Sciences); Keith Tucker (School of Business), Ludi, Adele (President-Staff Advisory Senate) Crain, Tamlyn (Student President), Nariman Arafi (Psychology); Katie Gray (Library); Kevin Corcoron (Library); Patrick Wilson (Director of Online and Extended Learning); Shree Jedeberg (Interim Dean of Education); Jessica Flood (Nursing); Maria Haase (Education); Inca Crespin (Registrar's Office); Erica Derkas (Sociology, Anthropology, and Criminal Justice); Kim Blea (Dean of Students); Elizabeth Massaro (Social Work); Joe Gieri (ITS); Max Baca (VP of Finance)

Excused: Wolf, Ann (Curriculum and Instruction)

Absent: None

3. **Approval of Agenda:** MR moved, RK seconded, unanimous in favor.

4. **Approval of Minutes from 8/28/2019:** BV Motion to approve, motion seconded with note about President's statement last meeting, was noted that his statement was in the letter he submitted to the Senate. Unanimous approval with no changes save correcting a misspelled name.

5. **Communication from the President (S. Minner)**

2 issues: Bookstore: it's been a problem this semester, president apologizes for the issue as we put students at the center and they are hurt by this. Has worked with many options and vendors in his past. When looking at each side of the problem, there were different problems with each case (some distributor, some book store, some faculty requests.). His assessment is that we are doing things the same way for decades, the new variable driving things is the profit variable. The margins are so thin. Err on the side of too few books rather than too many so they save money.

Some other options: newer approaches are digital and students have the responsibility. President is not optimistic about that. He also doesn't believe that changing vendors isn't going to solve the issue. According to Adam Bustos in procurement, years ago he ran the book ordering, tracking, etc. When he did it, we were at about 90% or in the low 90% of everything being ok. There was some change and it was not clear about who is responsible to make sure orders are OK. So who is in charge today? (rhetorical question). One option would be identifying a person or persons to put in charge of this (books are here and ready to go). Dr. Minner's thought was the Deans.

We go a totally different way or give Dean control over ensuring orders, etc. are done (can be someone else, but someone needs to be in charge).

SW: not a faculty issue, bookstore issue promising a set of service X years ago. Admin responsibility not Faculty. Ensuring the contract is met to the T. Follet was doing terribly, Sodexo promised changes and isn't living up to them.

SM: using admin to drive a focus with the faculty. Trying to set a charge to work from the top down to know who the "tip of the spear will be"

SW: bookstore isn't getting books in.

OT: don't think deans should do it, some animosity could arise that wont be the deans fault. Could not buy a 3 ring binder, no yellow pads, no notebooks, not only books but other issues.

SM: would it be better if we went to another option

OT: it hurts the financial aid student issues, if we killed the bookstore. The issue from last year hasn't changed or seems like it has. Whoever seems to be in charge will take the blame regardless of if they are

SM: low drive and motivation for bookstore to do anything about it, could take it to student senate

DC: could departments/schools make a decision.

SM: regardless, margins are so thin, performance isn't really a focus on improvement.

OT: Steve was on the committee, but they promised to have books in for the first two weeks. To have a coffee shop, didn't happen. Didn't solve 8 week classes, didn't solve center classes. Sodexo didn't work from the get go. Amazon might be an option.

SM: not sure working with an existing system may not work, we have to move to a new system.

KB: acknowledge frustrations. How does this impact students? Communication on book adoptions are needed. Opportunity to make timelines clear. Vendor to deans and admin communication better. Brought up issues to bookstore commitments that were not made. Meeting tomorrow with regional manager.

SM: cant get away from the belief that we are doing it the old way and it can be updated (profit margin, ordering options).

BK: making guesses about students who will it. Too much guesswork. They order less and less. Using the online system rather than.

There are some other options. Amazon would allow for the option

SM: book sales down, because of the cost. How many are going to be picked up and paid for.

BK: same issue, profit margin, what works well in New York does not work in Las Vegas NM.

S: in Biology they don't need the book, its all an ebook. They have to wait for the access code from Sodexo.

KC: most student order from amazon or publisher. Very few ordered through the bookstore. They aren't encouraged, they just do it.

OT: many students need the financial aid, which they cannot use their aid outside of the bookstore.

SM: working together, put students first, find best solution to serve the students. Still not convinced the same system is not going to work as usual. Students should chime in.

Other issue to discuss: pushed to next meeting

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

Communication took place before Dr. Minners report.

- Dr. Minner will talk about the bookstore, they will be inviting Dean of Students and Sodexo rep. Many issues have been noted. (see above)
- Northern NM and NMHU have been working to build a report on enrollment for working together with the college and deciding the path moving forward on a possible partnership.
- 1st meeting next week of CAS Dean search to be given their charge.
- Next Board Meeting Oct , for AAC approvals, programs have to be in this fall is October 25th
- Registrar position interviews are underway
- Questions: Census data final report coming in in a few days.

OT: received report over summer every Monday, has it stopped? RG: has not gotten a report either for enrollment. More will be coming soon.

WH: reports, breakdown by discipline? RG: we can get all levels of data and funnel the information to AAC or through Senate to AAC. Will add point in EC to decide.

7. **Communication from the Chair (Tamir).**

- In late August, the EC reported to President Minner 2 cases of alleged violations of the Faculty Handbook that concern Search and Screen and faculty hiring in two schools. We asked the President to explain what the administration is doing about these searches. He mentioned an investigation, that investigation was independent of the issues. This needed to be clarified.

- I attended, via Zoom workshop/s of the American Council on Education (ACE) that the Provost touted. The two presenters provided a clear outline of the review process of military transfer credits (which the AAC approved and the Senate approved on April 10th with the provision that final acceptance of military credits is left to the discretion of each academic program). ACE presenters focused only on military transfer credits.

- Senate Secretary Daniel Chadborn will be the faculty representative on the search committee for VP of Strategic Enrollment Management (SEM). Daniel is also reaching out to Committee Chairs and Department chairs in an effort to populate all Senate subcommittees.

- I circulated a couple of emails to all faculty seeking volunteers to join a work group that will look into possibilities for special summer academic programs on the main campus. Such programs will bring the campus and Las Vegas to life during the summer. The administration is also seeking volunteers to serve on a work group that will seek out ways to streamline the faculty hiring process – no changes to the Handbook. If you, or colleagues if you are willing to land a hand, please contact me ASAP.

- Per President Minner's invitation, last Sunday Daniel and I joined a lovely New Mexico's Painters Exhibition kickoff luncheon at Hotel Castaneda. We represented the Senate. I visited the exhibit in Kennedy – highly recommended.

  Report submitted by Dr. Orit Tamir 9/11/19

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

1. There were 2 appeals reviewed. One in undergraduate and is still being reviewed and one in graduate that was allowed.

2. This fall four programs will be reviewed. They are First Year Experience, Forestry, Native American Hispano Cultural Studies and General Engineering AA.

3. The Department of Curriculum and Instruction submitted a proposal to change the EDUC 6000 level courses in the Master's program core requirements to GNED. The course prefix was changed as a result of the common course numbering across the state. The will be an action item at the next AAC meeting.

4. The forms for the AAC committee have included a line for the registrar to sign off on changes before the proposal comes to the AAC membership. It has been suggested that the line be removed because it has never been voted on by the Faculty Senate.

5. There was a motion that the Registrar recognize the policy concerning which disciplines are eligible as a minor for the Bachelor of Science degree. The motion was passed.

Report submitted on 9/10/19 by Ann Wolf

9.   Communication from the Staff Advisory Senate (M. Esquibel)

New Staff Senate representative Monique Esquibel will be taking the place of Adele Ludi.

10.   Communication from the Student Senate (T. Crain).

- Bookstore will be a discussion in SS.

- For future our Senate member Chris Ulibarri. Some spots still need to be filled, school of Ed needs to be filled for grad students.

SW: any plans for student senate to submit to admin for book provisions to students. Dr. Minner brought the possibly of SS making a formal proposal and suggestions what problems are and what solutions can be brought forward that works for them.

TC: one of main action items at next meeting, different disciplines use books differently. Trying to figure out as a whole what they need for a book store.

MR: how do you as student senate communicate with student body as a whole. They need as much input with students.

TC: Having student senators from diverse background and colleges talking with classmates. Working on a broad sample of senators and engaging with classmates.

OT: center representatives?

TC: working on how to fix. Having their own student government. One of my talking points to fix it instead of kicking I down the road.

11. **Old Business**

   a. **Graduate Handbook:** graduate handbook since last spring. Was circulated and sent out last draft with tracking. What to do. Reminder: only take action if academic changes are made. Nothing else can be addressed. Most changes were structural. Did you have time, is there something you don't like.

      JL: a couple more days, vote in 2 weeks for department meetings.

      OT: we can still discuss it next time to vote, needs to be approved by Board as well before October.

      Faculty have been given 2 weeks to review and discuss before Senate vote and discussion next meeting 9/25/19

12. **New Business.**

   a. **Course Evaluation – Banner Security (Joe Gieri):** OT Context: last Fall there was a discovery that students can go around Banner's system and check grades BEFORE evaluating faculty. The students showed us how to do it. Also found out that when looking up students grades, found grades for someone else's class and evals. Dr. Gonzales circulated a memo January. Both association and senate need

to agree on evaluation changes. Whatever we decide we have to have Association approve it. After some discussion with the FA a memo was sent out, the validity of the results called into questions. Both parties will work together to come to a solution. Inside Higher Ed article: sociologist and other groups speak out against student evaulations of teaching. They are weak in relation to other factors and influenced by time of class and size. They are also found to be biased towards women and POC. We may want to rethink the whole evaluation process.

Joe Geri: summarize the issue into problem statement. Students cannot view grade until evals complete. Doesn't function as described. When grades put into system and Banner publishes, they are then accessible. Online access and other venues that can bypass things as once a grade is published in Banner or the system, its not a security issue, its how Banner work. Faculty are concerned that if students see their grades they wont complete their evaluation. Faculty also expressed concerns that performance may impact the way a faculty member is evaluated.(BK: not may…will impact) They understood these issues and used them moving forward

1st: course evals is a built in system, its programed for us, when we do something to the system its outside its function. When we make modifications it can void the original purposes. What can we do. So we could go in and modify. Banner is too big, difficult, and expensive to go in and make upgrades. What about outside the system however?

Rescheduling : Take the timeline and shift, the evaluations will close on the same day grades are due, evals are closed, the studetns who don't do them miss out. It may reduce numbers, but removes problem statement 1 issues. Does it inspire students, not always, but it is a solution

OT: **when you don't have the carrot** they wont do it, or numbers go down. Students busy with finals or writing papers, last minute they wont spend time.

WH: have has issues not with timing but the actually validity of the evaluations, we also find those students who furnish an evaluation are not always inspired by whether they have an A or and F. Students know where they stand. Time frame makes a lot of sense, but evaluations are always a skewed population. Will this handle that skew?

RG: everywhere I have been, the problem is the wat its done.

TC: button to end now, explained current system from student percpestive

BV: putting bandaids on a larger problem, if students see it as finding grade as more important than evaluations. We have to help student understand and give feedback. As long as we withhold grades its bullied into evals. Larger conversation.

DC: seconding BV issues, with validity and that a larger issue is at hand.

JR: validity issues, how seriously should we take them overall regardless of when put in. When we evaluate we have a commitment to our jobs and ethics, for students they have no commitment. Students doing bad, know they are or should know how they are doing.

- When ASU moved to an online evaluation, it was a large campaign, they pushed the campaign and importance of everything. Letting students understand the issues are hand. Awareness campaign

JL: loosing sight of this as grades. Modality, resources, other issues. The weight of those isn't everything, but we need some effective way to take in data from students.

OT: 2 issues; timeline of the existing system and what to do about evaluations and doing it better. Start discussion and put it on next agenda. FA needs to chime in as well. But it means another year of not using evals for Tenure and promotion.

Motion to move one way or another? SW: move that we discuss evals at future meeting. Second: 1 abstention, all other in favor.

We cannot put them back on without FA input.

b. **Administrators access to Brightspace (Joe Gieri):** Brightspace access from people shouldn't have that access. Faculty alerted provost concern regarding access to courses. Relayed to ITS. What happens with course creation. Developed in LMS system, reviewed, tested, revised before approval. Sandbox for testing and development. Once approved we assign faculty to course and students can register. Different roles and rights to each course.

Administrators, Help desk staff with functional support. Student employees have a limited view role to navigate through screens but able to help other students with navigation with courses. AV support that help with running the classroom with AV and zoom and have limited student view, Instructional design techs, they have course design and faculty support. And educational or training role:

All courses designed roles and adding courses 1 at a time, cascading helps assign roles by default. Roles can be modified.

Support roles: IDS and ITS Help Desk (faculty vs. everyone) rapid support an escalation when needed

Some people had access to courses that shouldn't have, ITS is reviewing the support for faculty and students to fix and change roles and access to system. The same cascading effect needs to happen across all courses: 30K courses. Timely information as well helps.

On each role: If we start changing these, the help you receive today, may not be there tomorrow. Do we have to have manual inputting or can we put in cascading roles, efficiency getting people access they are supposed to have.

RG: we as of right now, all access is cut off?

JG: limited with a few roles, admin, help desk, and AV. IDS has prior access and even he doesn't have access and a direction is needed. Not understanding access

OT: someone from school of Ed had access to Orit's course and she wasn't fine with that.

JG: what's happened since then they have fixed that and make sure it wasn't a cascading issue. If a role is removed, we have to manually add and remove, so it takes time to put that in.

JR: can the names be hidden?

JG: the names are not specifically made visible, but you can make them visible.

AL: special access.

JG: in general people don't

There is a concern they are in the roster.

BV: Cascading effect was why access is an issue, why do they have access, who has access to student data is the real issue concerning assignment grades. FERPA concern.

: security roles it becomes difficult to delve into specifics for anyone to access or not access. Are we at the level of trust to grant them access. Most staff and students are doing non disclosures.

RG: FERPA, these individuals are under training, so only access are those under need.

AL: issues with student employees that were disabled and needed to be dropped

DC: motion to state cascading for all but educate role as needed: AK: second. BV: checking who cascading and cleaning old accounts. With lots of courses it is something to look into. Unanimous.

c. **CTE Proposal (Dr. Cory-Rivas):** we had a request for Senate to consider for CTE board. This request is to form an ad hoc CTE committee through Senate to evaluate structure and leadership from a Provost request. Does it meet faculty needs and what needs to change. In 2014 current model adopted. Input that external director, full time, and location was not well supported and meet a number of faculty needs. From 2015-2018 provided a lot of options for faculty to get involved. Fac Development Days, HiPs Grants, Other activities and training options to help different faculty. Attendees per year up and reduced events.

> **Currently Board:** 5 members by the Senate for 1 year terms renewable, representatives.
>
> **Adding an Ad Hoc Committee:** there is an arguable need for a separate board to assess and fill in duty gaps that the CTE Board is not charged with to improve and maintain excellence at the CTE.
>
> DC: Motion for Social Work Nominee and to re-elect the 3 currently serving members: AK: second, unanimous. Remaining CAS member will be voted on next session.

d. **Bookstore**

The Bookstore issue was discussed previously

    e. **Committee Elections**

    f. **Decision on enrollment report dissemination.**

13.   **Executive Session.**

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

15.   **Adjournment:** AK: motion to adjourn, MR: will be a motion to vote on ad hoc CTE board at next meeting second, unanimous.