

Faculty Senate Meeting Agenda and Minutes
November 10, 2021
 <Draft>

ZOOM: <https://nmhu.zoom.us/j/95589633634>
3:00 to 4:00 p.m.

- 1. Call meeting to order.**
- 2. Roll Call.**

<i>ZOOM</i> - https://nmhu.zoom.us/j/95589633634	ATTENDANCE		
	Present	Absent	Excused
Biology; Justine Garcia	X		
Business Administration; Ali Arshad	X		
Chemistry; David Sammeth (Sabbatical)			X
Computer and Mathematical Sciences; vacant			
Education - Counseling and Guidance; Sulema Perales	X		
Education - Curriculum & Instruction; Ann Wolf, Secretary Fall 2021	X		
Education - Educational Leadership; Rod Rock	X		
Education - Special Education; PJ Sedillo		X	
Education - Teacher Education; Melani Buchanan-Farmer		X	
English and Philosophy; Benjamin Villarreal	X		
Exercise and Sport Sciences; William Hayward, At-Large	X		
Forestry; Blanca Cespedes	X		
History and Political Science; Steven Williams	X		
Languages and Culture; Norma Valenzuela	X		
Library; April Kent	X		
Media Arts and Technology; Angela Meron	X		
Natural Resources Management; Jennifer Lindline, Secretary (Sabbatical)			X
Nursing; Sandra Gardner	X		
Psychology; Daniel Chadborn, Vice Chair	X		
Social Work; Beth Massaro, Chair	X		
Sociology, Anthropology, and CJ; Mario Gonzales	X		
Visual and Performing Arts, Edward Harrington	X		
President; Sam Minner		X	
Provost/VPAA; Roxanne Gonzales		X	
Staff Senate; Inca Crespín/Doris Gallegos/Veronica Black	X		
Undergraduate Student Senate; Christopher Ulibarri		X	
Graduate Student Senate; VACANT			

- 3. Approval of Agenda.** Motion made to approve the agenda and seconded. Motion approved.

4. **Approval of Minutes from October 27, 2021 (attachment).** Motion made to approve the minutes and seconded. Motion to approve passed.
5. **Communication from the President (S. Minner).**
 - No report
6. **Communication from the Administration (R. Gonzales).**
 - No report
7. **Communication from the Chair (B. Massaro).**
 - Ballen application deadline is coming up
 - Beth spoke with Veronica to discuss various issues related to the Staff Senate
 - Dr. Minner asked Beth to share some items. He is aware of the issues going on at Highlands and has asked for a report from his VPs by Friday.
 - Steve Williams: Question for provost. Where things stand with Ferpa issue. Veronica Black: Ferpa training, tried to do as online during Faculty Development Days. There has been some miscommunication with respect to the training.
8. **Communication from Academic Affairs (A. Kent).**
 - See the attachment
9. **Communication from the Undergraduate Student Senate (C. Ulibarri).**
 - No Report
10. **Communication from the Staff Senate.**
 - Beth and Veronica Black to discuss issues that are relevant to both Senates
 - Tomorrow (Nov 11) will be the Staff Senate meeting at 2:00pm. Meets on the second Thursday of the month.
 - Encourage to nominate staff in the department to acknowledge the staff.
11. **Old Business:**
 - Pino Endowment – need another person for the committee (Erika Derkas, Chair, Bea Hurtado, member)
 - Please go back to departments to share this information
 - Budget Request
 - Attachment has 3 budget items for the Senate to consider:
 - Ombudsman
 - Professional Development
 - Scholar/Speaker Series
 - Motion to approve this memo and seconded. Motion to approve passed.
 - Mental Health Initiative
 - Recommendation attached
 - In order to offer additional concerns, we decided to allow faculty to request funding for wellness apps. BV: wonder if there is funding to use the outdoor equipment by faculty
 - DC: include Ben's suggestion to the recommendation

- Add the ability to use outdoor equipment at low or no cost or subsidized cost. DC: to find out what the cost would be.
- Motion to approve this recommendation with the inclusion of the outdoor equipment. Seconded. Motion approved. The EC will work on this
- Administrative Issues – form a committee, approve the letter
 - Beth sent a letter to Faculty Senate members.
 - Motion to approve the letter (communication to Pres. Minner), seconded. Amendment to the motion to add the bookstore concerns. Seconded. Discussion: EH: marketing and IT is also an issue and we should be provided with more control over the website. The concern is that we will have a new person to replace Sean Weaver and nothing changes. AM: Key thing is that we make it clear that a faculty member with experience should be on the marketing committee. Transparency in the discussions that are made is critical. BC: faculty needs to be involve in a co-governance.
 - Motion to revise the motion to include information on marketing and IT. Seconded. The motion was approved.
 - Create committee, it will include Beth Massaro, Ann Wolf, William Hayward and Jesus Rivas. Angela Meron volunteers if needed. (Ask Beth if this list is correct)
 - Recommendation: SG: have core members but also open to let other Faculty Senate attend the meeting. Motion to create a committee with the three EC members and Angela Meron and Jesus Rivas to discuss with the administration. Seconded. Motion approved.

12. New Business:

- Retro Add/Drop
 - Sent from the Provost office.
 - Ian Williamson will speak to this policy.
 - Motion to table this item. Seconded. Motion passed.
- Identify a liaison to attend Staff Senate
 - Daniel Chadborn volunteered for this position. Motion to approve, seconded. Motion approved.
- Input for job description- Director of University Relations – we do not have the original job description
 - AM: University relations priority responsibility be the legal face of the university. Marketing is a difference approach. The university does not have a marketing plan or a marketing person. This may need to be two different people, university relations and someone whose focus is marketing. There is a huge gap in what needs to be done. JG: when discussed before we didn't have a web master and this was something the Sean did. Maybe we need someone to do this. EH: maybe this position could report to Faculty Senate or reports to Faculty. BM: we cannot have someone report to Faculty. BC: maybe this needs to be two people who are hired. SW: Sean was overworked in this position and doing multiple jobs. Sean was well aware of his down falls in the position. This is an office that is shorthanded and short funded.
 - Gloria Gadsden: Agree with Angela and need more than one position. Could we have an advisory board that this person would be a part of.

- Moving forward, think that the President will work with HR. Request that a faculty member be on the job description writing committee. WH: Let's look at other institutions that have people in this position and it is working well. AM: need to do homework on the same type of positions at other universities. Believe that this is not a one position fill. MG: we could tailor a nice job description and that could have fit what Sean should have been doing. Need to emphasize that this job description needs to work for all of us and we do not add to what this person is supposed to do.
- Ask that a faculty member be on the writing of the job description. AM: request that someone is also on the search.
- Motion made to create an informal committee to find a possible job description – Motion withdrawn.
- SG: Ask for two positions. Add an associate director of University Relations. SW: It sounds like there are multiple jobs being asked for. It seem like we are trying to fill an office. BV: It would be helpful to have Angela on this committee and she can recommend suggestions. RR: is it possible to recommend to the President to postpone hiring in this position. AM: focus on a marketing director and then add a webmaster.
- Beth: we send the job description to Angela and she can review the it and turn it back to Faculty Senate.
- Motion to submit ideas to Angela Meron in the next 24 – 36 hours in order for her to review the suggestions and then send the list back to Beth Massaro for the Executive Committee to review. Seconded. Motion approved.
- Appointment of a AVPAA – Forestry
 - SW: what is the rational for this position. DC: is this a position that is part of the grant for the forestry department. BC: When the forestry department was created in Jan 2020. Josh has been working with many agencies. They have been working with many rules both state and Federal. DC: this is weird that there is a director of forestry and a chair of the department. With the AVPAA, there is a new position that is over forestry. JG: this is clearly a forestry position that grew out of a grant. Why wasn't this externally advertised? DC: understand that this would be someone working with the forestry department. How does this work in the structure of College of Arts and Science?
 - Gloria Gadsden: How is this position AVPAA of academic affairs? Why isn't it a director?
 - Mike Petronis: If it says academic affairs then it must have an academic purpose. What did the administration decide to put a tenure-track faculty member into this position. We are in a slippery slope with administration appointing a faculty into this position.
 - Beth: administration needs to address these questions. Can we put the list of questions together and submit them to the Provost before the next meeting? DC: junior faculty members can share their concerns to the Executive Committee. BM: can make this an agenda item at the next meeting.
 - Mike Petronis: this built off what EH was saying in terms of marketing. What forced the administrators to make this decision. This is an example of non-transparency on the part of the administration.

- BC: shared information from her department. Highlands has the opportunity to grow this project. MG: doesn't make sense to have another AVPAA. EH: in Santa Fe has been burning trees. Why did administration make this decision?
- Gloria Gadsden: No one is challenging the opportunity to apply for this grant. The issue is why is this position called an AVPAA. This title is not appropriate.
- DC: based on what we heard, this seems to be something under Ian's office. There is the need for information about why this position is being created. Maybe a better title for the position.
- Motion to have a presentation by the administration to answer the questions from Faculty Senate. Seconded. Motion approved.

13. Adjournment

Motion to adjourn, seconded. Motion passed.