

Faculty Senate Meeting Minutes
December 8, 2021
 <Draft>

ZOOM: <https://nmhu.zoom.us/j/95589633634>
3:00 to 5:00 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 Crespin/Doris Gallegos/Veronica Black	X		
Undergraduate Student Senate; Christopher Ulibarri		X	
Graduate Student Senate; VACANT			

- 3. Approval of Agenda. Motion made and seconded. Motion passed.**

- 4. Approval of Minutes from November 10, 2021 (attachment).** Motion made and seconded.
Motion passed

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

- Thanked the faculty for their support this semester
- Commencement speaker – Dr. Minner will contact the person suggested by the faculty.
- Dr. Minner will request a recommendation from the faculty for a budget request. He is committed to have a faculty lounge. Critical issue is whether a faculty lounge or a faculty/staff lounge is being requested.
- Mental wellness – purchase an app for faculty to put on their phones.
- Recommendation – possibility of an ombudsman, this can be another layer of administration. The selection process will need to be reviewed. This needs to be a smart, selective person. Needs more discussion on the part of the president and FS committee.
- Another issue has to do with IT. It is internal and out equipment and servers are old. This has been difficult to find employees. The suggestion is to put information in the clouds.
- Additional research dollars need to be found.
- Business operations have been some problems. Dr. Minner has asked for ways for this to be fixed from Dr. Minner's direct reports.
- HR has hired some consultants.
- Reforestation – Dr. Sloan entered into discussions with state employees and other institutions. Need 2 million dollars to create this center. Interest from the governor's office. Dr. Sloan had an alternate offer but Dr. Minner had to try to retain him. They had to engineer another type of role. This was a rare situation. This has a chance to be a huge revenue stream.
- Legislative initiatives: Submitted their request for budget items. Requested 10% increase for salary for faculty.
- HLC is in February. We are in good standing with HLC. This will be a hybrid visit.
- Enrollment trends, very consistent with trends across the country. Undergraduate enrollment is down and Graduate enrollment is up.
- Sustainability issues, interested in putting a bill together for a solar array
- Compensation issues: want to get minimum up to 15% and even higher to 20%. For faculty, want to have them be the highest paid in the state.

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

- Thank everyone for their work
- Please get book orders in to the bookstore.
- Covid – this is an opportunity about what the future will bring.

7. Communication from the Chair (B. Massaro).

- Submitted budget items agreed upon. Had a generous \$250 funds donated to Faculty Senate

- January 26th – first Faculty Senate meeting in Spring.

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

- See the attached report

9. Communication from the Undergraduate Student Senate (C. Ulibarri).

- No report

10. Communication from the Staff Senate.

- Veronica Black – Let them know if you have an outstanding member to recognize.
- Looking into the cost and sufficiency for training for staff.
- Working on getting credentials for the campus police.
- Dec. 16th – button making party in SUB on the second floor.

11. Old Business:

- Report from the new faculty classification committee
 - Mario would like to table this discussion. Motion made to table the report and it was seconded. The motion was approved.
- Retro add/drop policy
 - Henrietta Romero provided a report on this policy, there are minor language changes. There is no repercussion for the form that does not get done in 11 days.
 - Dr. Williamson, this is a processing issue for proper routing of the paperwork.
 - Dr. Sedillo wanted thank everyone for working on this. Feels that 30 days is enough. Need to look at the length of time needed.
 - Dr. Gonzales wanted to let everyone know that Henrietta has completed her doctorate.
 - Edward Harrington – who is allowed to have 30 days?
 - Daniel Chadborn – the 11 days to withdraw still holds. The 30 days is related to the start of the process to the end.
 - Rod Rock – is there some sort of docu-sign, would this expedite the process.
 - Bill Hayward – he has found that it is easier to walk the student and paperwork to the registrar's office and try to stream line it.
 - Sandra Gardner – feels that the 30 – 45 day timeline might be too much.
 - Gloria Gadsden – the electronic signatures is not a problem.
 - Ian Williamson – drops and withdrawals can take more time than adds. Adds have to be treated with priority.
 - Edward – Move that there be 14 days for the process. It was seconded. Edward has withdrawn the motion.
 - Rod has moved to table the item. It was seconded and passed.
- 15 credit – final 15 credits of residency at Highlands University. The AAC has suggested that this not be changed.
 - Blanca is trying to understand the change in the policy. Part of the degree has a required number of credits.
 - EH – tends to agree with Blanca
 - Gloria Gadsden – was on the committee to look at this. We are not out of alignment with other institutions. She feels that we need to do better advising.

- RR – we need to do everything we can to make the Highlands experience efficient.
- BV – has had a student work through this policy last semester. How did we arrive at 15 credits than 12.
- Roxanne Gonzales – We do have a 30 hour requirement.
- Motion to accept Roxanne’s proposal, seconded. 30 credit must be taken at Highlands.
- Policy: The recommendation is to be eligible ...
- New Program approval policy – Motion to table to spring, seconded. Motion approved.

12. New Business:

- Retro-approval of change to Academic Calendar
 - Confusion about changing the calendar, now a recommendation to add spring dates for the spring intersession. Second memo to allow for short course addition. Add spring dates for spring intersession. May 16 – 22nd will be spring intersession.
 - NV – is this only spring dates.
 - This time spring intersession will be after spring semester.
 - Dr. Gonzales – putting new language about how we change the academic calendar. The calendar will be fall, spring, summer and then add as many short courses as wanted.
 - BH – flexibility is great. When we apply these will they be applied to the previous semester.
 - DC – need to make a motion to approve the dates for spring intersession.
 - Motion to approve a spring intersession from May 16 – 22, this was seconded. The motion was passed.
 - EH – Motion to approve the policy on short courses, seconded. Discussion: PS – has a course to show students how to do acceleration. JG – what does as the need arises mean? Henrietta Romero – the dates would be listed in the schedule to allow this for students. DC – like the idea of pulling this together ahead of time. EH – this could be an existing course that can be offered for a shorter time period.
 - AK – this would make the registrar’s office easier.
 - Gloria Gadsden – want to clarify, would the registrar would be in the approval
 - Motion approved 13 for the motion, one abstain.
- Keith Tucker and April Kent report on HLC
 - A report was submitted to Faculty Senate. HLC Hybrid visit - Feb 28 – March 1, 2022. This is a comprehensive visit.

13. Adjournment Motion to adjourn, seconded. The motion passed.