

**Faculty Senate Meeting Minutes**  
**May 08, 2024**  
**Approved May 13, 2024**

**SUB 321 and ZOOM:** <https://nmhu.zoom.us/j/3145944449>

**3:00 to 5:00 p.m. Faculty Senate**

**1. Call meeting to order.**

**2. Roll Call.**

	ATTENDANCE		
	Present	Absent	Excused
Art & Music; Edward Harrington	X		
Biology; <b>VACANT</b>		X	
Business Administration; Gerardo Moreira		X	
Chemistry; <b>VACANT</b>		X	
Computer and Mathematical Sciences; Gil Gallegos	X		
Education - Counseling; Sulema Perales		X	
Education - Curriculum & Instruction; KwangJong Park	X		
Education - Educational Leadership; Sheree Jederberg			X
Education - Special Education; <b>VACANT</b>		X	
Education - Teacher Education; Angela Redondo	X		
English and Philosophy; <b>Lauren Fath, Chair</b>	X		
Exercise and Sport Sciences; <b>Kathy Jenkins, At-Large</b>			X
Forestry; Blanca Cespedes	X		
History and Political Science; Elaine Rodriquez		X	
Languages and Culture; Norma Valenzuela	X		
Library; Katie Gray	X		
Media Arts and Technology; Mariah Fox Hausman	X		
Natural Resources Management; <b>Jennifer Lindline, Secretary</b>	X		
Nursing; Siri Khalsa	X		
Psychology; David Pan	X		
Social Work; <b>Rebecca Moore, At-Large</b>	X		
Sociology, Anthropology, and CJ; <b>Rebecca Alvarez, Vice Chair</b>	X		
President; Sam Minner		X	
Provost/VPAA; Roxanne Gonzales	X		
Staff Senate; Cathryn Brooks			X
Student Senate; Kayl Rainer		X	

**3. Approval of Agenda. Motion made and seconded to approve the meeting agenda. Motion passed with 11 in favor; 0 to oppose; and 0 to abstain.**

**4. Approval of Minutes from April 24, 2024 (attachment). Motion made and seconded to approve the meeting minutes. Motion passed with 11 in favor; 0 to oppose; and 0 to abstain.**

**5. Conversation with Incoming President Neil Woolf.**

• **Question asked from floor:**

- *What is your vision and plans to develop shared vision?* – Meeting with BOR and receiving goals, including financial stability, enrollment numbers, and overall university sustainability. Has interest in student success. Thinks NMHU has a long way to go with retention and completion. Has experience with enrollment management. Wants to help us be the best version of ourselves, including community engagement, academic success, research programs.
- *Can you zoom in on market relevance?* – Interested in using real-time data to inform curricula.
- *What was your Dissertation Title?* – Competencies for Financial Aid Officers: A Competency Model for Professional Development.
- *What do you think about Highlands post cyber-attack?* – Understands there is emotional healing to address and infrastructure improvements, best practices, and better training to implement.
- *What do you see as the role and responsibilities of administrators?* – President: leans on AVPAA/Provost while creating academic culture, working with legislature and strengthening community partners. Provost: works with faculty, oversees student success, program review, program development That's where most of shared governance will originate. VP Finance: work with budgets. Said does not have plans for major changes. Wants to understand how things are going.
- *How will you engage with community?* – Mostly through my children, church, high school and NMHU sports. Will be in the Pres res and open it to the community. Enjoys being with people. Wants to build culture together. Looks forward to being of service.
- *Is your NMHU email active yet?* – No, send all emails to Brandon. 😊

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

- Reported that the admin is using new software to make catalog changes. Spent Monday with the Board, Tues in team-building activities.
- Reminded about graduation activities this week. Faculty are required to attend one of the ceremonies. If unable to participate, requires waiver through dean.
- Noted that admin is working on budgeting. All working to shore up tuition, fees, and other lines.
- Reported that there was a peaceful, uneventful protest on campus on Monday.

**7. Communication from the Chair (L. Fath).**

- Reported that she attended BOR retreat on Monday (05/06) with a 10-minute opportunity to report. Shared that the FS filled committee vacancies, upkept records (term limits, vacancies). Talked about opportunities, including faculty involvement in HLC focus visit. Provide expertise, voice. Found opportunity for more visibility for program visibility.

There is imbalance in how programs are being advertised and promoted. Learned that there is still no decision on swimming pool. Money is for planning; still a work in progress.

- Stephanie Gonzales reported on Paycom. Not what we expected it to be which comes as no surprise to faculty users. Paycom was not intended for academic institutions. The administration is trying to work with what we have. Admin is aware of issues we are facing.

#### **8. Communication from Academic Affairs (S. Jederberg).**

- G. Gadsden shared that last meeting was a short one. Thanked the 2023-24 Academic Affairs Committee for their participation. Reported that there is still not a Committee Chair, but hoping for an incoming member to run and be elected.

#### **9. Communication from the Student Senate (K. Rainer/E. Novikov).** None reported.

#### **10. Communication from the Staff Senate (C. Brooks).** None reported.

#### **11. Old Business.**

##### **a. International Education Committee Report (attachment) (3:40).**

- Committee Chair D. Woodford reported that the IEC brought in students, received qualitative input. Most important point – Int Ed Center needs additional staff. Tina Clayton will be retiring soon, and center cannot continue without leadership. Also, International students want representation on IEC and Student Senate. The IEC has invited students to open meetings to take include their voice. International students shared confusion with communications (meal plans, housing, transportation). Also, many students have food allergies and/or food sensitivities so need to opt out of meal plan. Required to have documentation from allergies, yet no doctors, transportation, or ability to meet that requirement.
- LF: supported reviewing, recommending makeup of IEC, codifying changes.
- RM: *What can the University do to make sure students aware of the resources (graduate assistantships)?* University has to do more to welcome and support international students.
- RS: Asked question about apartment closures and meal-plan buyout. LF offered to inquire. G. Gadsden said that if students are currently living in those dorms, will be able to continue and complete but the university is not accepting new apartment applications.
- NV: What ever happened to the half-position? There is a position split between Student Support Services and International Education Office. Since not full-time, often more involved in the SS side, rather than IEC side. Wants that office to be supported, but worried that it would be one VP position, rather than multiple middle-level positions.
- G Gadsden: *Why is all of recruiting in African countries?* Would like to see broader net. DW: acknowledged that one of the IEC charges is to work on recruiting, but has no budget. Unable to address, but agrees should be broader. Also, one of charges was to develop international experiences for our domestic students. Again, no budget.

##### **b. Response from Athletics (attachment) (3:50) (B. Bencomo).**

- Thanked FS for expressing concerns. Shared with Athletics Committee. Understood to be carryover. Shanna and Jim have been gracious and open to any and all feedback.

- JL: Asked question about charge (g) Work with the athletic department and administration to minimize the impact of practice schedules, games, and postseason competition on student-athlete's academic success. BB responded that they are working on improvements.
- JL asked about the Athletic Department's handbook. BB said no one on current committee nor the Athletics Co-Directors were knowledgeable about that issue, do not know of any handbook.

**c. Allocation of space in Lora Shields Building.**

- LF reviewed issue of VP Student Affairs Kim Blea's Spring 2024 request to reallocate space in Lora Shields for Mental Health Services. While the request was resolved, there were concerns about faculty involvement in reallocation of instructional space. JL shared the Policy of Space Allocation ([004812-PolicyonAllo-8102017100438.pdf](https://www.nmhu.edu/004812-PolicyonAllo-8102017100438.pdf) (nmhu.edu)). RM said that the Spring 2024 request did not come to the School of Social Work faculty or staff. Heard about it in a round about way as though it was a done deal. Raised hackles among faculty who utilize those spaces for instruction. Process was not followed, caused undue stress.
- Registrar Romero: Not sure if document describes involvement of Registrar. Important that Registrar's Office is communicated with regards to renovation or repurposing of space. Cautioned folks that if classroom space is at issue, Registrar needs to know in order to take the space out of the active bank. Recommending that FS review the existing policy.
- **Motion made and seconded that the Faculty Senate review the Policy on Allocation and Extended Utilization of Space for currency, relevancy, and correctness and include items Registrar Romero brought up. Make recommendations to Facilities. Motion passed with 11 to support; 0 to oppose; 0 to abstain.**

**d. Governance Issue/Program Review (Biology Program).**

- LF reviewed the issue. Asked -- *How solve retroactively for Biology Program Review? Should we reconsider program review requirements?*
- RG stated that she reviewed every single program review since she arrived (2017). Average is about 14 pages. Challenge is we do not have anything definitive. We limit pages for consideration of Review Committee. Her concern is that this one was returned and the page limit applied retroactively to this one unit. We have precedent of going beyond 10-page limit.
- Several commented that the page limits have been adhered to in the Program Review process by other units, with the allowable exception for accredited programs to submit > 10 page accreditation reports.
- LF: described a tri-part solution.
- **Motion made and seconded to give the Biology Program three options: (1) shorten their existing Program Review document; (2) restructure their document and place extended information into Appendices; or (3) re-submit their document as-is with the understanding that the Program Review Subcommittee need only**

**review the first 10 pages and make recommendations/conclusions based on those pages only. Motion passed with 12 in favor; 0 in opposition; 0 to abstain.**

- JL: Supported motion. Noted that page limit not an issue to be reconsidered. This has only been an issue with one academic unit.
- G. Gadsden: Cautioned care moving forward. Program Review program is not supposed to be punitive. Intended to be constructive, supportive, with opportunities for growth.

## **12. New Business.**

### **a. Faculty Senate Executive Committee elections.**

- Chair (2-year term). Seat not up for election. LF serving remainder of R. Rock's (Spring 2023-Fall 2024).
- Vice Chair (1-year term). Jennifer Lindline was nominated and seconded. Accepted nomination. **Vote passed with 10 in favor; 0 to oppose; 1 to abstain.**
- Secretary (1-year term). K. Gray was nominated and seconded. Accepted nomination contingent on eligibility. (Jennifer will look up A. Kent/K. Gray term.) **Vote passed with 10 in support; 0 to oppose; 1 to abstain.**
- 2-3 At-Large Members (1-year term).  
Motion made and seconded to nominate G. Moreira for At-Large position. Motion passed with 10 in support; 0 to oppose; 1 to abstain.  
**Motion made and seconded to nominate G. Gallegos for At-Large position. Accepted. Motion passed with 10 in support; 0 to oppose; 1 to abstain.**
- **Motion made and seconded to close the election for now and revisit in August with new makeup of Faculty Senate. Motion passed with 12 in support; 0 in opposition; 0 to abstain.**

### **b. Faculty Senate Committee elections. Motion made and seconded to table item and hold committee elections during 1<sup>st</sup> or 2<sup>nd</sup> meeting of Fall 2024. Motion passed with 12 in favor; 0 to oppose; 0 to abstain.**

### **c. CTE Advisory Board elections.**

- School of Education. **Motion made and seconded to nominate J. (JD) McCausland to serve on CTE Advisory Board. Motion passed with 12 in favor; 0 to oppose; 0 to abstain.**
- School of Social Work. **Motion made and seconded to nominate R. Moore to serve on CGTE Advisory Board. Motion passed with 12 in favor; 0 to oppose; 0 to abstain.**

### **d. Academic Affairs Program Approvals.**

**1) School of Social Work Program Revision; Advanced Standing for Dual Degree (attachment).** J. Barnstone gave brief overview of the proposed program revision; stood for questions. Questions answered satisfactorily. **Motion made and seconded to approve the program revisions. Motion passed with 12 in favor; 0 to oppose; 0 to abstain.**

**2) Psychology BA Program Revisions (attachment).** D. Chadborn gave a brief overview of the proposed program revisions; stood for questions. Questions answered satisfactorily.

**Motion made and seconded to approve the program revisions. Motion passed with 11 in favor; 0 to oppose; 0 to abstain.**

**3) MS in Natural Sciences Program Revisions (attachment).** J. Lindline gave a brief overview of the proposed program revisions. Stood for questions. LF noted that the proposal was signed by both the Natural Resources Management and Forestry Department Chairs. **Motion passed with 11 in favor; 0 to oppose; 0 to abstain.**

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**Remaining items tabled.**

**4) Fine Arts (BA, BFA) Program Revisions (attachment).**

**5) School of Business, Accounting Program Revisions (attachment).**

**6) New Minor - Sustainability and Conservation (attachment).**

**7) New Program - MS in Natural Sciences; Concentration in Forestry (attachment).**

**8) GNDR 2225 & SOCI 2310 Gen Ed Core Curriculum additions (attachment)**

**9) Dept of Nursing – BSN Program Revisions (attachment)**

**10) School of Education Program Rev-Curr & Instruction - All Emphasis Areas (attachment)**

**11) School of Business DOBA-New Programs in Digital Marketing**

- RG: acknowledged the work of the Faculty Senate throughout year, but admonished the body for not dealing with academics. Asked that these items be kept in forefront for beginning of next academic year.
- Discussion ensued about holding a Special Meeting.
- Registrar Romero said catalog changes requested by May 24<sup>th</sup>. No later than June 07<sup>th</sup>.
- **Motion made and seconded for a Faculty Senate to hold a meeting on Monday, 05/13, at 3:00 to consider Academic Affairs Program Approvals. Motion passed with 9 in favor; 1 in opposition; 0 to abstain.**

**13. Adjournment.** Meeting adjourned at 5:32 p.m.