

# Approved Minutes

Approved February 11, 2015

## Faculty Senate Meeting

January 28, 2015

Sininger Hall, Room 100 - New Mexico Highlands University, 3:00 p.m.

**1. Call to Order: 3:06 p.m.**

**2. Roll Call:**

**Present:** Aguilar, Teresita (VPAA); Christensen, Todd (Visual & Performing Arts); Derkas, Erica (Social & Behavioral Sciences); Harrington, Julius (School of Social Work); Izaguirre, Ariadna (Student Senate – Undergraduate); Jenkins, Kathy (Exercise & Sport Sciences); Karaba, Robert (School of Education); Kempner, Brandon (English & Philosophy); Loewen, Kerry (School of Business, Media & Technology); Main, Douglas (School of Education/Counseling & Guidance); Manafy, Abbas (History/Political Science/Language & Culture); Martinez, Edward (Natural Resource Management); Ratzlaff, Elizabeth (Staff Senate); Romine, Maureen (Biology & Chemistry); Swim, Charles (School of Business, Business); Thompson, Wally (School of Education, Curriculum & Instruction); Williams, Susan (Nursing); Zebrowski, Cheryl (Library)

**Excused:**

**Absent:** Gorman, Jane (School of Social Work); Walker, Diane (School of Education); Williams, Emily (School of Education); Dominguez, Joseph (Student Senate – Graduate)

**3. Approval of Agenda:** - approved with one abstention

**4. Approval of Minutes:** – Minutes from January 14<sup>th</sup> were approved with the addition of item 13a

**5. Communication from the Administration**

- a. Deans searches. College of Arts & Sciences has submitted 3 T/TT faculty names, still need 1.
- b. EDUC submitted 1 name. Need 2 more. Application deadline is Feb 1. Need to finalize search committee.
- c. Dr. Margaret Young, Dean of Business, Media & Technology has resigned. Will meet with voting faculty to determine filling the dean position.
- d. Center for Teaching Excellence update. Faculty Advisory Board has been named. Need to schedule meeting to discuss search protocol for the CTE director.
- e. Budgeting process. Seeking more transparent and inclusive process.

- f. Strategic Planning kickoff held today and was quite successful. At least 400 participants: faculty, staff, students, alumni, emeriti, & community participants. Offered ideas in response to 6 prompts about the future of HU. Will host focus groups, debates, dialogue session, and forums over the next two weeks.

## **6. Communication from the Chair**

- a. Special BOR meeting Jan. 23, 2015
  - i. Presidential search – selected firm out of five possible – R. H. Perry & Associates (Washington D.C.)
    - 1) Want a list of 6 candidates
    - 2) Communication from Max Baca about funding the search; money for the search comes from salary savings and fund balances in the amount of \$57,000 for the contract, reimbursable of \$12,450 and \$4,861.50 in NM gross receipt taxes for a total of \$74,311.50
    - 3) Search Committee meeting on Feb. 5<sup>th</sup>
  - ii. Audit – accepted
  - iii. Quarterly Financial Report - approved
  - iv. New regents need to be confirmed by the legislature – student regent not chosen yet.
- b. Executive Committee meeting scheduled with Dr. Aguilar on Feb. 4<sup>th</sup> to discuss categories, ranks and contracts for faculty, Section VI, Faculty Personnel Policies in the Faculty Handbook
- c. Faculty Affairs Committee - non-tenure-track faculty personnel policies – update from Peter Linder, chair of the committee –committee decided that it should be a separate manual - started working on the manual last fall-currently working on a draft manual for the committee to review.
- d. Ad hoc Committee on Showcasing Research and Scholarly Activities – three members: Lori Rudolph, Mike Petronis and Gil Gallegos. Would like more members to represent all facets of research, i.e., humanities
- e. Vote on the Student Academic Integrity Policy – deadline Feb. 6<sup>th</sup>.

## **7. Communication from Academic Affairs**

- a. Program proposals are now voted on with the representative present
- b. Registrar's report
  - i. Applications down, Fall admittances up
- c. Program reviews: Forestry & English found that the provost meeting was productive. Based on this round of program reviews, they are revising the program review guidelines. Media Arts, Biology, Psychology, Business, Geology, Math, and Political Science are on the schedule this semester.
- d. Degrees vs. certificates discussion
  - i. What is required of a second BA?

## **8. Communication from the Student Senate**

- a. All representatives are back this semester.

- b. Still working on budget – has money for clubs and graduate conference attendance

## **9. Communication from the Staff Senate**

- a. Hasn't met since last report

## **10. Old Business**

- a. Voting Faculty discussion points included:
  - i. Need to define categories, especially non-tenure track
  - ii. Modify definitions of what constitutes research
  - iii. Need specific proposals before discussion
  - iv. Every department should have a vote, and if there is not a voting faculty member, an exception should be made.
  - v. It was felt that non-tenure track faculty should not be able to vote
  - vi. Many faculty have been here a long time and contributed much to the university – shouldn't they be able to be voting members?
  - vii. What is the position of the Faculty Association?
  - viii. The Executive Committee will meet to discuss faculty categories and then come up with a proposal
- b. Dean Search Committee Nominations
  - i. Dr. Tamir volunteered to be on the committee, but Dr. Derkas is not sure if she wanted to be on the Education Committee or the CAS committee.
  - ii. Todd Christensen volunteered for the Education Committee if Dr. Tamir does not want to be on it.

## **11. New Business:**

- a. Duties of Committee Chairs
  - i. Proposed Wording: The Committee Chair shall schedule and hold at least three meetings in Fall and Spring semesters. The meeting shall be run in a professional manner and guided by Robert's Rules of Order. Attendance and minutes shall be sent to the Faculty Senate secretary after each meeting. The chair shall respond to charges from the Faculty Senate in a timely manner and regularly communicate with committee members and the Faculty Senate.

Failure of the Committee Chair to carry out these duties will result in an initial warning from the Faculty Senate. If the chair continues to fail to carry out these duties, the chair may be removed by the Faculty Senate.

- ii. Please provide feedback from departments and the EC will review and submit another proposal.
- b. Revision of evaluation of administrators -- tabled
- c. HU CARES info on syllabus -- tabled

## **12. Committee Reports and Announcements**

**13. Meeting adjourned at 4:02 p.m.**