

**Approved Minutes**  
*Approved October 28, 2015*

**Faculty Senate Meeting**  
**October 14, 2015**

**Lora Shields, room 329 - New Mexico Highlands University, 3:00 p.m.**

**1. Call to Order: 3:01 p.m.**

**2. Roll Call:**

**Present:** Coggins, Kip (School of Social Work); Derkas, Erika (Social & Behavioral Sciences); Jenkins, Kathy (Exercise & Sport Sciences); Kempner, Brandon (English & Philosophy); Loewen, Kerry (School of Business, Media & Technology); Main, Douglas (School of Education/Counseling & Guidance); Martinez, Edward (Natural Resource Management); Minner, Sam (President); Ortiz, Luis (School of Business); Rodriquez, Elaine proxy for Abbas Manafy (History/Political Science/Language & Culture); Romine, Maureen (Biology & Chemistry); Williams, Susan (Nursing); Zebrowski, Cheryl (Library)

**Excused:** Aguilar, Teresita (VPAA); Burns, Jim (School of Education); Christensen, Todd (Visual & Performing Arts); Maestas, Henrietta (Staff Senate); Thompson, Wally (School of Education, Curriculum & Instruction);

**Absent:** Izaguirre, Ariadna (Student Senate – Undergraduate); Williams, Emily (School of Education)

**Also Present**

**3. Approval of Agenda:** MOTION MADE AND SECONDED to approve the agenda with one change. Motion passed unanimously.

**4. Approval of Minutes:** MOTION MADE AND SECONDED to approve the Minutes from September 23. Motion passed unanimously.

**5. Communication from the Administration**

- a. President Minner report.
- b. Searches
  - i. The Athletic Director search is close to being done. The Vice-President for Advancement search is getting started. Dean searches for Business and Education are under way.
  - ii. The Foundation office was reorganized, with Juli Salman as alumni affairs director. A search is under way for a fundraising position
- c. Trolley Building renovation is back on track
- d. President Minner is looking at the Master Plans (campus and athletic) and deciding what the priorities are.
- e. Academic matters: Looking at learning outcomes and advisement. New articulation agreements with SFCC, training with our campus police
- f. Will be putting together a committee of staff and faculty to look at work place improvements.

- g. Homecoming 2016 ideas. Would like more participation from departments or schools.
- h. Our application for a HED Endowment Fund Grant was accepted, but will need to raise \$250,000 in matching funds by March.
- i. Dr. Bill Taylor will lead some entrepreneur initiatives, some of which are:
  - i. Economic Development Council will provide services so they can have a place on campus.
  - ii. The City wants to have a gift shop downtown, and would like students, under supervision, to run it.
- j. Student dinners are continuing with good conversations.
- k. Emeritus Faculty – some retired faculty are not emeritus. Could faculty come up with a process for appointing emeritus faculty?
- l. Would like to provide Professional development opportunities for faculty interested in higher education leadership positions. Could faculty come up with a process for nominating potential candidates?

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

- a. Dr. Kempner was invited by President Minner to attend Leadership Team meetings, as well as Cabinet meetings.
- b. Some of the money from the Endowment Fund Grant mentioned by President Minner is slated to go to the Center for Teaching Excellence.
- c. SARA was approved so we can now start offering online programs to out-of-state students.
- d. A proposal is being developed regarding indirect funds from grants being divided into appropriate fund categories, rather than put in the university's general fund.
- e. Administration is reviewing proposals for a HR process consultant.
- f. The Radio Station wants the Senates to do a show. Dr. Rodriguez volunteered to work with the station regarding times, content, etc.
- g. HLC will most likely want us to look at student outcomes, program reviews; non-tenure track evaluation.
- h. Advancement & Enrollment seem to be the priorities of the new administration.
- i. Shared governance meeting with President Minner. Don't expect any personnel changes. Much discussion regarding our next steps.

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

- a. Registrar reports 3600 active courses. Courses have never been deleted. He would like departments to review them for possible deletion from the master catalog.
- b. AAC is proposing that the creation of or changes to the academic calendar must be approved by AAC & Senate.
- c. Program reviews should be a self-study, which are then reviewed by AAC sub-committees and then forwarded to VPAA. Discussion regarding how to motivate departments to complete them.

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

- a. No one in attendance.

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

- a. No one in attendance.

#### **10. Strategic Plan presentation.**

- a. Seeking feedback on the Vision 2020 Priorities, mission and vision

- b. Research/Creative work is missing from the document.
- c. Would like to see more mention of diversity and inclusion.
- d. Discuss with departments and a possible faculty survey. We need a lot more input.
- e. MOTION MADE AND SECONDED to have a special, closed General Faculty Meeting to discuss the Vision 20/20 document with a follow-up survey. Motion passed unanimously.

## 11. Old Business

- a. ACTION ITEM: Faculty Handbook, Section IV and V
  - i. Section IV.D2b1: Election of Faculty Senate chair. Most departments felt that anyone on the Senate should be eligible ‘
    - 1. MOTION MADE AND SECONDED to approve the revised proposed language for election of chair. Motion passed with 1 abstention
  - ii. Section V C1 allowing for a ¼ release time for the chair of the Academic Affairs Committee.
    - 1. MOTION MADE AND SECONDED to approve proposed addition.
      - a. Discussion regarding how salary for release times are allocated.
      - b. This should be brought up in budget discussion with administration under section IV D2e
    - 2. Motion passed unanimously
  - iii. Section V C5h – Addition to duties that Academic Affairs will review and approve the academic calendar.
    - 1. MOTION MADE AND SECONDED to approved revised language. Motion passed unanimously
  - iv. MOTION MADE AND SECONDED that additional language will be added for all committees in that they will elect a secretary. Motion passed unanimously.
  - v. MOTION MADE AND SECONDED to cross out language regarding “terms of no more than four faculty members shall expire during any given year” for all committee with this language. Motion passed unanimously
  - vi. MOTION MADE AND SECONDED to add to the duties of Faculty Research Committee (V G5d) to organize an annual research day. Motion passed unanimously
  - vii. The Grievance committee duties (V H) are being transferred to Faculty Affairs Committee since most instances are now handled in the Collective Bargaining Agreement.
    - 1. MOTION MADE AND SECONDED to approved adding Grievance responsibilities to Faculty Affairs. Motion passed unanimously.
    - 2. MOTION MADE AND SECONDED to strike out current Grievance Committee once new handbook has gone through final approval with Board of Regents. Motion passed unanimously.
  - viii. It is being proposed that The Instructional Technology Committee be re-named Technology Committee and broaden their scope and mission to include the website and other technology issues on campus.
    - 1. MOTION MADE AND SECONDED to change the committee name and add duties relating to the website and other technology issues. Motion passed unanimously
- b. Evaluation of Administrators (tabled until brought forward)

## 12. New Business:

- a. Elect a member to Faculty Senate Executive team
  - i. Dr. Derkas is stepping down from the Executive Committee.

- ii. DR. DOUG MAIN WAS NOMINATED AND ELECTED UNANIMOUSLY.
- b. Strategic plan (see item 10)
- c. Productivity Survey - postponed
- d. CHARGE to Academic Affairs: Investigate how NMHU handles transfer credits from non-accredit bodies, such as the Straighterline Company for math.
  - i. MOTION MADE AND SECONDED to accept this charge. Motion passed unanimously.
- e. CHARGE to Academic Affairs: To develop a more explicit matrix for how AP Exams transfer to NMHU credits.
  - i. MOTION MADE AND SECONDED to approve charge. Motion passed unanimously.
- f. CHARGE to International Education: To create a brief report on the strengths, weakness, and opportunities of the International Office, to be presented to the Senate in November.
  - i. However, Academic Affairs should examine transfer credits from international students.
  - ii. MOTION MADE AND SECONDED to approve the charge. Motion passed unanimously.
- g. Joint CHARGE for Academic Affairs/Outcomes Assessment: To review and make suggestions for improving our current Student Learning Outcomes process and how that process is aligned with Program Review and the Strategic Plan.
  - i. MOTION MADE AND SECONDED to approve the charge
    - 1. How can departments be motivated to do program reviews? Departments might need more training on development of outcome assessments and reviews.
    - 2. Committee may need to run a survey.
  - ii. Motion approved with 1 abstention
- h. Faculty credentials – tabled
- i. Faculty Development Week – tabled
- j. New Issues to Work on for 2015-2016 – tabled
  - i. Survey Monkey poll of faculty to discover issues
  - ii. Role of online education at NMHU
  - iii. FS Project for 2015-2016
  - iv. Professional development week
  - v. Ad-hoc committee dedicated to looking at issues at the Centers
  - vi. Professor/Teacher/Researcher/Artist of the Year Award
  - vii. Credit load allocation for types of teaching/hours/workload (may be Association issue)
  - viii. Exit interviews for departing faculty
  - ix. Discussion of sustainability versus growth

### **13. Committee Reports and Announcements**

### **14. Meeting adjourned at 5:02 p.m.**