

**Faculty Senate Meeting Minutes**  
**December 09, 2020**  
**Approved January 27, 2021**

**ZOOM** - <https://nmhu.zoom.us/j/91283810526>; **3:00 to 4:00 p.m.**

**1. Call meeting to order.**

**2. Roll call.**

Arshad, Ali (Business Administration); Buchanan-Farmer, Melanie (Education-Teacher Education); Chadborn, Daniel (Psychology); Ensor, Kevin (Education-Counseling & Guidance); Fox-Hausman, Mariah (Media Arts and Technology); Garcia, Justine (Biology); Garcia-Nuthmann, André (Visual & Performing Arts); Gardner, Sandra (Nursing); Hayward, William (Exercise & Sport Sciences); Jeffries, John (Computer & Mathematical Sciences); Karaba, Robert (Education-Education Leadership); Kent, April (Library); Lindline, Jennifer (Natural Resources Management); Massaro, Beth (Social Work); Sammeth, David (Chemistry); Tamir, Orit (Sociology, Anthropology & Criminal Justice); Valenzuela, Norma (Languages and Culture); Villarreal, Ben (English & Philosophy); Williams, Steven (History & Political Science)

**Absent:** Education-Curriculum & Instruction Representative; Education-Special Education Representative; Forestry Representative

**Also in Attendance:** V. Black, S. Corey-Rivas, I. Crespín, C. Duran, G. Gadsden, B. Kempner, A. Maclachlan, R. Moore, V. Parboteeah, M. Sena, J. Rivas, K. Tucker, R. Walker-Gonzales, A.J. Warwell, S. Weaver

**3. Approval of Agenda. Motion made and seconded to approve the agenda.** Motion passed unanimously (16 votes recorded).

**4. Approval of Minutes from November 11, 2020 (attachment). Motion made and seconded to approve the minutes.** Motion passed unanimously (16 votes recorded).

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

- Remarkd about ending of crazy year (!).
- Talked a bit about budget; recommended no new RPSPs. NMHU Administration saw the writing on the wall and did not submit any new research or sponsored projects.
- Several legislators not happy with Higher Educators, in particular, universities whose sports teams continue to travel out of state. Noted that NMHU has been following Governor guidelines.
- Reported that there will be a Board Meeting, mostly financial aspects, next week. The new wildlife program is on the agenda.
- Announced the decision, in consultation with Faculty Association, to give university staff 12/21 and 12/22 days off with pay. A small way to say thank you for efforts they put forward every day.
- Shared good things happening with campus improvements.

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

- Shared that working on getting out Spring 2021 contracts.
- Shared that working on CTE Director posting.
- Reminded that grades are due at 10:00 on Tuesday, 12/15.
- Wished everyone a good and restful break and looking forward to a Fall 2021 return to normalcy.
- RK asked about job descriptions for discussed Associate VPAA posting. OT and RG reminded that information was circulated earlier in November. DC offered to resend the information to RK.
- OT expressed concern about the timing of the CTE Director posting.

**7. Communication from the Chair (O. Tamir).**

- Reported being approached by Edward Martinez about potential to seek volunteers on a committee developing Key Performance Indicators (KPIs).
- Shared that will be discussing how faculty wants to be recognized at May 2021 commencement at next hour's General Faculty meeting.

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

**November 18, 2020 meeting of the AAC**

1. Biology: new course: BIOL 2130: Introduction to Biochemistry passed
2. Chemistry: new course: CHEM 1XXX: General Chemistry Survey passed
3. Senate Charge: Upper division course counting as general education in languages, music performance, and studio art – discussion will continue
4. Sociology:
  - a. Course revision: CJUS/GNDR/SOCI 4180: Reproductive Justice passed
  - b. New course: SOCI/ANTH/GNDR 4XXX/5XXX: Visual Sociology passed
  - c. Course revision: SOCI/ANTH 4/5540: Women and Globalization passed
5. Biology:
  - a. New course: BIOL 4110/5110: Herpetology passed
  - b. New course: BIOL 4130/5130: Mammalogy passed
6. English: Program revision to English MA passed
7. Forestry: New course proposal FORS 4XXX/5XXX: Fire Fuels & Modeling withdrawn
8. Marketing Academic Programs discussion.
  - a. Provost reported that new program proposals are building in marketing budget.
  - b. Requesting marketing budget for Academic Affairs for existing programs through budget process
  - c. Discussion of how to allocate marketing funds when available.
  - d. Agreement that we should tap marketing knowledge on campus. Provost will bring up to president and University Relations
  - e. Noted that word of mouth market from students is important and that faculty are good advocate from their programs.
  - f. Angela Meron noted a need for a strategy for marketing.
  - g. Edward Harrington will draft a recommendation for how departments can advocate for marketing funds

9. Chemistry: New course CHEM 2XXX: Integrated Organic Chemistry and Biochemistry table.
10. Communication from Chair
  - a. AAC will be using Brightspace to share committee files in the spring
11. Communication from Registrar
  - a. Virtual commencement planning is progressing
  - b. Request to look at math requirement for B.S. Transfer students often only have 6 credits and not the currently required 8 credits. This has to do with change in number of credits for certain classes changing over time.
12. Communication from the Administration
  - a. Social Work have received accreditation
  - b. MA in Criminology and MA in Anthropology have been approved by the LFC and are now on to the next step of approval

**December 2, 2020 meeting of the AAC**

1. Very brief meeting with committee reports and communication from reports only.
  2. Student appeals: No student appeals. Ian Williamson confirmed that there are none waiting in the wings.
  3. Ballen: Forestry has requested to deferred their Ballen scholar until fall 2021 or when campus is reopened.
  4. Communication from Graduate Council
    - a. Registrar is reviewing policies that might conflict with the Board of Regents approved 12 credits of undergrad/grad double dipping.
    - b. Council is drafting suspension, expulsion, probation procedure for graduate students. There is currently only a procedure for undergraduates
    - c. Will create a procedure for tracking how many credits graduate assistants are taking so they don't exceed what policy allows.
  5. Communication from Administration
    - a. Provost is up to date with program reviews submitted to her office.
    - b. Collaboration between programs is something that the state is looking for.
    - c. Spring and summer semester will be remote. Plan for fall as a regular semester.
- 9. Communication from the Undergraduate Student Senate (C. Ulibarri).** None reported.
- 10. Communication from the Staff Senate (V. Black).**
- **Shared that President Minner** has asked that the Staff Senate review the *Faculty Diversity Letter* from the President's Council for Diversity, Equity, and Inclusion (PC DEI).
    - The letter is asking for the President to make good on establishing an Equal Employment Opportunity (EEOC) Officer at NMHU.
    - The President asked for input:
      - 1. Does the current model of how we address hiring work for NMHU?

- 2. Or, should NMHU change and broaden our hiring processes to include more equality?
  - And therefore, establish an EEOC Office/Officer?
- **Shared Committee Representation requests.**
  - Last month Inca Crespín informed the Staff Senate that the Faculty Senate is forming a **BLM Advisory Committee** and that they are looking for volunteers from the Staff Senate to participate.
  - Edward Martínez reached out to request a member of the senate be represented on the KPI Committee. This group will help develop the key performance indicators (KPI) for the NMHU 2025 strategic plan.
- Shared that SS is working with President's Council DEI/Dr. Moore and supporting the **Campus Climate Survey** instrument.
- **Reported on Spring Events.**
  - Employee Recognition event is planned for April 2021. Staff Senate is identifying past ER committee members for input. Stay tuned!
  - Doris Gallegos and VB will be meeting with key players for the Recruit One initiative tomorrow (Dec 3). Hoping to launch this program in Spring semester. Article: <https://www.nmhu.edu/strategic-enrollment-management-to-launch-recruit-1-initiative-to-help-enrollment-grow/> Now that the departments of Strategic Enrollment Management and Office of Recruitment and Admissions have reorganized, Staff Senate will work with Theresa Law and her team to get this Initiative up and going.

## 11. Old Business.

### a. NMHU Webpage Discussion (S. Weaver, A. Maclachlan).

Addressed several often-asked questions:

- 1) Current webpage design (long form design) was followed in response to trend in webpage reading on tablets. Based on research, younger people want the longform. Did quite extensive research to understand pain points (?). Worked with high school students.
- 2) Natural language marketing concept. Trying to be relate and direct. Seeking viewers to request additional information and maintain website time.
- 3) Graduate program information; did not have an effective Graduate Office recruitment when the current format was launched. Working with Recruitment Office to have improvement in traffic flow, interest, and enrollment. If looking at larger universities, going to see variety of web landscapes. Want something relatable and findable. Prospective students do not want to wade through a lot of information.
- 4) High visibility of Athletics versus Academics. Resulted from card sorts predictions. Prospective students will not know what word "Academics" means; rather, they look for Schools and Colleges so these are more prominent. Noted that "Library" link is more for current faculty, students, and staff and not necessary for up-front viewers.

**b. CAEL Adult 360 (Gonzales).**

- OT reminded that materials have been circulated among the Faculty Senate. Need a vote from FS whether we want to circulate an email and solicit members to serve on an ad hoc Committee exploring CAEL.

Motion made that the Faculty Senate send an email circulating membership on an ad hoc Committee exploring CAEL. Motion passed unanimously.

**12. New Business.**

- a. Implementation of Quality Matters as the NMHU Standard Quality LMS Rubric (Gonzales). Postponed.**
- b. Prior Learning Assessment for Evaluation of Sponsored Training Programs Policy (Gonzales). Postponed.**

**13. Executive Session.**

**14. Public Action as Necessary on Other Closed Session Discussions.**

**15. Adjournment at 4:00.**