



AGENDA

Location: Zoom

Date: February 21, 2024

Zoom Link: <https://nmhu.zoom.us/j/91471081835>

1. Roll Call

Art & Music: Todd Christensen
Biology: Maureen Romine
Business Administration: Rodney Sanchez
Chemistry: Nabanita Saikia
Computer and Mathematical Sciences: John Jeffries
Counseling: Geri Glover
Curriculum and Instruction: Daniel Olufemi
Educational Leadership: Sheree Jederberg
English and Philosophy: Juan Gallegos
Exercise and Sport Science: Yongseek Kim
Forestry: Tomek Falkowski
History and Political Science: Luke Ritter (AAC Secretary)
Languages and Culture: Andrés Sabogal
Library: Kevin Corcoran
Media Arts and Technology: Mariah Hausman
Natural Resources Management: Mike Petronis
Nursing: Kristen Munyan
Psychology: Daniel Chadborn
Social Work: Benjamin Bencomo
Sociology, Anthropology, and Criminal Justice: Gloria Gadsden (AAC Chair)
Special Education: P.J. Sedillo
Teacher Education: Jonathan McCausland

Ex Officio Members: Roxanne Gonzales (VPAA), Henrietta Romero (Registrar)

Also attending: Peter Linder; D. Veena Parboteeah; Erika Derkas; Judy Barnstone

Absent: Roxanne Gonzales; Kevin Corcoran (proxy Katie Gray);

2. Approval of the Agenda

Motion to approve with the change of adding Software Systems Design as item 5c. Seconded.
Approved by consensus.

3. Approval of Minutes – February 7, 2024

Motion to approve. Seconded. Approved by consensus.

- ### 4. Subcommittee Reports (see attached subcommittee list)
- Ballen Committee (Subcommittee chair: Sheree Jederberg)

A call for proposals will be going out next week after approval from the committee.

- b. Undergraduate Appeals (Subcommittee chair: Mike Petronis)

Nothing to report

- c. Graduate Appeals (Subcommittee chair: Geri Glover)

Nothing to report

- d. Policy Subcommittee (Subcommittee chair: Gloria Gadsden)

Subcommittee will meet Monday morning next week.

5. Program Review Subcommittee Reports (see attached subcommittee list)

- a. Native American Hispano Cultural Studies (Subcommittee chair: Geri Glover)

- Waiting for revised report from program.

- b. Biology (Subcommittee chair: Kristen Munyan)

- Waiting for the decision from VPAA. Dr. Romine shared that there may be a resolution forthcoming soon.

- c. Software Systems Design (Petronis)

Nothing to report

- d. Business Administration MBA, BBA, Minor, Certificate(s) (Chair: Jederberg)

Nothing to report

6. Communication from the Chair (Gadsden)

The Chair announced that elections for the AAC Chair and Secretary will take place in March. The current chair and secretary have exhausted their terms on the committee after the Spring 2024 semester.

7. Communication from the Registrar (Romero)

*See below

8. Communication from the Faculty Senate (Jederberg)

*See below

9. Communication from the Graduate Council (Gadsden)

Nothing to report. Council meets this Friday.

10. Communication from the Administration (Gonzales)

No administrative representative was present.

11. Dept of Forestry – M.S. in Natural Science w/ Concentration in Forestry Revised Proposal (Falkowski; discussion item)

- Dept of Forestry - New Course: 6XXX Concepts and Principles in Forest Ecology and Management (Falkowski; discussion/action item)

Forestry and NRM meet. Forestry has revised their proposal to create an “overlap” in core course with NRM. Registrar had some additional questions for Forestry and will email them to the program. All revised paperwork should be submitted for review by the next meeting.

12. Criminal Justice Studies Major Reorganization (discussion/action item; Gadsden)

The department chair explained the reorganization and fielded questions from AAC members at the last meeting.

Motion to approve. Seconded. Approved by consensus.

13. Dept SACJ - 2 Courses Proposed for Gen Ed Core (discussion item; Derkas)

Erika Derkas explained the two proposed courses and fielded questions from AAC members. Members have been asked to bring the proposals back to their departments for discussion.

14. Social Work - Program Revision for Advanced Standing (discussion item; Barnstone)

Judy Barnstone explained the program revision and fielded questions from AAC members.

15. Adjournment

Submission Reminders

- To be added to the Wednesday meeting agenda, materials must be submitted by 5pm MST on the preceding Thursday.
- Please submit materials to the AAC Chair and Secretary. Correct forms required or documents will be returned to program.
- Any proposals requiring a catalog change must be submitted to the AAC no later than **Thursday February 22, 2024** by 5pm
- Final day to submit new materials to AAC during spring 2024 - **Thursday March 28, 2024** by 5pm



**Academic Affairs Committee
SUBCOMMITTEE MEMBERSHIP
Spring 2024**

Department/Member	Appeals Comm	Program Review Comm #1	Program Review Comm #2	Other Committees
1. Art & Music: Todd Christensen	Undergrad			
2. Biology: Maureen Romine	Graduate	Native Amer. Hispano Cultural		
3. Business Administration: Rodney Sanchez	Undergrad			
4. Chemistry: Nabanita Saikia	Undergrad			
5. Computer and Math Sciences: John Jeffries	Graduate			
6. Counseling: Geri Glover	Graduate [Chair]	Native American Hispano Cultural [Chair]		Policy
7. Curriculum and Instruction: Daniel Olufemi	Graduate	Biology		Ballen Policy
8. Educational Leadership: Sheree Jederberg	Graduate	Business Administration [Chair] & Public Affairs - Sociology		Policy Ballen [Chair]
9. English and Philosophy: Juan Gallegos	Graduate	Business Administration		
10. Exercise and Sport Science: Yongseek Kim	Graduate			
11. Forestry: Tomek Falkowski	Undergrad	Public Affairs - Sociology		

12. History and Political Science: Luke Ritter (AAC Secretary)	Undergrad			Ballen
13. Languages and Culture: Andrés Sabogal	Undergrad	Business Administration		
14. Library: Kevin Corcoran	Undergrad			
15. Media Arts and Technology: Mariah Hausman	Undergrad			
16. Natural Resources Management: Mike Petronis	Undergrad [Chair]	Software System Design [Chair]		
17. Nursing: Kristen Munyan	Undergrad	Native American Hispano Cult.	Biology [Chair]	
18. Psychology: Daniel Chadborn	Undergrad	Public Affairs - Sociology [Chair]		Policy
19. Social Work: Benjamin Bencomo	Graduate	Conservation Management [Chair]		Policy
20. Sociology, Anth, and CJ: Gloria Gadsden (AAC Chair)		Software System Design		Ballen Policy [Chair]
21. Special Education: P.J. Sedillo	Graduate			
22. Teacher Education: Jonathan McCausland	Graduate	Software System Design		

**Office of the Registrar Report
February 21, 2024**

- I. Spring 2024 Enrollment
- a. Total UG – 1540
 - b. Total GR – 1076
 - c. Total overall headcount – 2616
- Overall **0% increase** from same time last year
UG is up by 3% and GR is down by 3%

****Enrollments continue for Spring 2024 for short term and intersession****

II. Spring 2024 Census Enrollment provided by OIER

- a. Total UG – 1518
- b. Total GR – 1072
- c. Total overall headcount – 2590

Overall 1% increase from Census in Spring 2023. UG is up by 3% and GR is down by 2% compared to Spring 2023 Census.

III. Final Draft of Summer 2024 schedules are due by Department Chairs to Deans today February 21, 2024. Deans are to return to us the final draft by February 23, 2024 no later than 5pm. We need all schedules to be submitted on time for publication to the web by February 28, 2024. Early registration begins at 7am on Monday, March 4, 2024.

IV. Fall 2024 schedule draft reviews should be occurring with Deans and Chairs from February 20-23. Deans will send us the first draft of the Fall 2024 schedule by February 28, 2024. We need timely submissions of the drafts to allow our scheduling team the necessary time to return your drafts back by March 15th. Final Draft of the Fall 2024 schedule is due to us by March 22, 2024 by 5pm. Early registration for Fall 2024 will begin on Monday, April 1, 2024 at 7am.

V. Deadline to apply to graduate for students in March 29, 2024 for students’ names to be printed in the commencement program. We cannot make any additions or edits to this document after that date as we have a vendor deadline to meet. Students should be in contact with faculty advisors to get their applications for degree signed and sent to us at registrar@nmhu.edu. Students will still be added to the graduation listing at the various campus locations for name calling at the ceremony but will not appear in the commencement program if submitted after the deadline.

Faculty Senate Meeting Minutes
February 14, 2024
 <Approved>

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

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

- 1. Called meeting to order.
- 2. Called roll.

	ATTENDANCE Present Absent Excused
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Art & Music; Edward Harrington	X
Biology; VACANT	X
Business Administration; Gerardo Moreira	X
Chemistry; VACANT	X
Computer and Mathematical Sciences; Gil Gallegos	X
Education - Counseling; Sulema Perales (G. Glover as proxy)	X
Education - Curriculum & Instruction; KwangJong Park	X
Education - Educational Leadership; Sheree Jederberg	X
Education - Special Education; Mariana Ulibarri-Horan, At-Large	X
Education - Teacher Education; Angela Redondo	X
English and Philosophy; Lauren Fath, Chair	X
Exercise and Sport Sciences; Kathy Jenkins, At-Large	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; Jennifer Lindline, Secretary	X
Nursing; Siri Khalsa	X
Psychology; David Pan	X
Social Work; Rebecca Moore, At-Large	X
Sociology, Anthropology, and CJ; Rebecca Alvarez, Vice Chair	X
President; Sam Minner	X
Provost/VPAA; Roxanne Gonzales	X
Staff Senate; Cathryn Brooks	
Student Senate; Kayl Rainer	X

3. **Approval of Agenda.** Motion made and seconded to approve agenda with addition of “Reallocation of Space” under 12.g.5 Capital Outlay Report. Motion passed with 16 in favor; 0 to oppose; 0 to abstain.
4. **Approval of Minutes from January 24, 2024 (attachment).** Motion made and seconded to approve the meeting minutes (with typographic correction). Motion passed with 16 in favor; 0 in opposition; 1 to abstain.
5. **Communication from the President (S. Minner).**
 - Shared that Legislation Session nearing end. Disappointed at landing on 3% compensation increase. Talk that there could be talk among Presidents, Chancellors about tuition increase but looks like remaining as is. Gave feeling that Higher Education is not high on 2024 agenda.
 - Thanked P. Linder for stepping in as Interim Dean CAS.
 - Shared happy with incoming President.
 - Commented on DNP – we will be a niche and a first in the comprehensive university doctorate landscape.
 - Shared large amount of money involved in caring for human remains related to Sininger remodel.
 - Shared asking for funds for various improvements (Lora Shields, Sininger, others).

- Responded to question and diverged on musings on presidential housing.

6. Communication from the Administration (I. Williamson).

- Shared working on Grants Brochure, incorporating edits.
- Shared that Faculty Excellence Awards Ceremony will be held on March 21st.
- Announced that R. Gonzales will return next week.

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

Shared that sent out Spring 2022 HLC Report via GLOBAL. Received (finally!) through an IPRA request.

HLC Report To the general faculty of NMHU:

I am writing to pass along to you the HLC cover letter and report to NMHU from spring 2022 (attached), which I received Feb. 12, 2024 through an IPRA request on behalf of the faculty. We will discuss this report at our Faculty Senate meeting, Feb. 14, with April Kent, HLC liaison, present. All faculty are welcome to attend Senate meetings, though only senators may vote. Furthermore, we will invite April Kent and Keith Tucker to our next general faculty meeting on Mar. 27 and conduct another discussion once the faculty have had the chance to read the report carefully.

Please place on your calendar our next general faculty meetings for the semester: Mar. 27 and Apr. 24 from 4:00-5:00 p.m.

Regards,
Lauren

8.

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- Shared that Faculty Senate is coordinating with Departments to oversee Chair Elections. Informed that questions re Co-Chairs, Resignations and Appointments should be directed to appropriate Deans.
- Updated that BOR responsive re FS issue about AVPAA-Forestry gave VPAA's report that included enrollment data. Faculty is working on that and will report by next meeting.
- Announced – the Faculty Lounge is open (code 243612).
- Reminded about new item – will be repurposed.
- Shared that General Faculty meetings are scheduled for 4th Wednesdays in March and April (03/27 and 04/24).

9. Communication from Academic Affairs (S. Jederberg).

In progress ...

- Ballen Committee; no appointees for Spring 2024. A call will go out for Fall 2024.
 - Undergraduate Appeals (1) – going out for vote.
 - Graduate Appeals (1) – going out for vote.
 - Policy subcommittee changes
 - Program Reviews (Biology, Conservation Management) in final stages.
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- New Spanish; postponement to Fall.
 - Department of Forestry M.S. Natural Sciences Concentration Forestry proposal and new course proposal in review.

- Program revisions in consideration.
- Add/Drop/Withdrawal policy under consideration.
- Reconsideration of Service Members policy.
- Open discussion about student advising concerns. 4-5 major items discussed.
- Recommendations by UG Appeals Subcommittee in review.
- in review and new course in re

10. Communication from the Student Senate (K. Rainer).

- Shared working on guest speakers.
- Shared that he and other student workers experiencing PayCom woes, behind on receiving pay.

11. Communication from the Staff Senate (C. Brooks).

- Reported that Staff Senate has not met this month.
- Shared that working on Spring Newsletter, looking to highlight “homegrowns.”

11. Old Business.

- a. **Appointment of NMHU Government Relations Liaison.** LF gave synopsis of concerns raised (unmet marketing needs for units, unmet responses on IPRA requests, overloaded responsibilities and overpaid position. **Motion made and seconded for Fath to report to BOR the synopsis of concerns. Motion passed with 18 in favor; 0 to oppose; and 0 to abstain.**
- b. **Academic Affairs Program Approvals**
 - a) **Program Addition; Addictions Counseling Certificate (Counseling Department, School of Education) (attachment).** G. Glover represented SoE. Shared that Certificate is post-graduate certificate for professionals to receive substance abuse licensing. Question asked about credit requirement for certificates, sees range 15-18. G. Glover said Dr. Romero shared that 12 is accepted minimum. **Motion made and seconded to approve the program. Motion passed with 17 in favor; 0 to oppose; 0 to abstain.**
 - b) **Program Revision; Counseling Program as Approved Distance Program (Counseling Department, School of Education) (attachment).** G. Glover represented SoE. Shared that **Teaches courses in distance format.** Maintains credit requirements and synchronous learning. Purpose today it to go through NMHU process of recognizing it as a distance education program. **Motion made and seconded to approve the distance classification. Motion passed with 17 in favor; 0 in opposition; and 0 to oppose.**
- b. **Bookstore Inclusive Access Program.** Ongoing discussion. Major issue is requirement to “opt out” rather than “opt in” and lack of book access after class ends. Other issue is flood of emails pre-semester to take advantage of this system.
 - One faculty member shared that their unit can download a .pdf copy of text for posterity.
 - Other faculty reiterated concerns of click out for program and access issues to bookstore portal. **Motion made to have Lauren Fath (FS Chair) reach out to Bookstore Director for concerns about the opt in issue. Motion passed unanimously with 15 in favor; 0 to oppose; 0 to abstain.**

12. New Business.

- a. **Reconstitution of Grievance and Conciliation Committee.** The Faculty Senate is seeking nominations among the tenured faculty to serve on the G&CC. Look for correspondence, consider serving, and assist with moving forward with issue.
- b. **IPRA Requests - Status.** Shared that L. Fath's attempt to IPRA past IPRA request failed (ha!). Informed that with new system, need new requests. Will work to develop new tickets, new requests. Noted that within new system, the HLC report was received within a week.
- c. **Academic Affairs Program Approvals.**
 - a) **School of Business curriculum changes (attachments).**
G. Moreiro shared that Business Department conducted curriculum comparison throughout state, region and industry needs throughout state, region. Looking to give curriculum a facelift and implement marketing analytics and changes to graduate coursework. Accredited by XX SB. Changes bring into better alignment. **Motion made and seconded to approve SoB curriculum changes. Motion passed with 16 in favor; 0 in opposition; and 0 to abstain.**
 - d. **Faculty Lounge Access.** Item covered in LF's earlier report.
 - e. **Graduate Council Recommendations.**
 - a) **Clearance form requirements (attached).** No questions raised.
 - b) **Definition of graduate faculty (attached).** Concerns raised about the laxness of an individual being considered as Graduate Faculty. Faculty shared historical process of nominating and awarding of individuals to Graduate Faculty status. The inclusion of "titled" faculty was to be the exception, not the rule. Need to get back to history.

Motion made and seconded to take 12.e.(b) back to their departments for further feedback. Motion passed with 17 in favor; 0 to oppose; 0 to abstain.

Motion made and seconded to table everything (12.e.(a), (f)-(i). Motion passed with 17 in favor; 0 to oppose; 0 to abstain.
- f. **Student Support Service Survey (R. Maestas).** Tabled.
- g. **Capital Outlay Report (S. Baca).** Tabled.

Allocation of space in Lora Shields Building. Tabled.
- h. **HLC Update (K. Tucker and/or A. Kent).** Tabled.
- i. **Discussion of Artificial Intelligence in Academics; Session II.** Tabled.
- j. **Faculty Evaluation of Administrators (30 minutes).** LF gave synopsis of issue (maintaining Faculty Handbook timeline, ensuring anonymity, encouraging participation). Said 2 main questions: (1) What mechanism are we going to develop to ensure anonymity? (2) What questions do we want to consider?

- One Senator shared wanting to maintain existing questions. Can only fix one problem at a time. Said most recent year with high response was when FS Secretary (Chadborn) used his Qualtrics account.
- One Senator suggested that the University purchase Qualtrics. Budget request considered an option, but time constrain recognized.
- One Senator suggested reaching to OIER, President's Office for assistance purchasing and maintaining the software.
- DC said a single account (Faculty Senate) is an inexpensive option.
- KJ noted how difficult it would be, even if software acquired, to learn and implement the survey through Qualtrics. Suggested including Psychology professors (Pan, Chadborn) in process.
Motion made and seconded that this year's **Faculty Evaluation of Administrators include the 2023 questions and involvement of Qualtrics mechanism with expert faculty assistance.**
Motion passed with 17 in favor; 0 to abstain; 0 to opposed.

13. Executive Session.

14. Action and Statements as Necessary on Executive Session Discussion.

15. Adjournment.