

Minutes
ENMU Faculty Senate
February 21, 2019
3:30 to 5:00 pm
Zia Room
Approved

Roll Call:

Present (17): Beinlich, Birky, Brust, Donohue, Flores, Greene, Kuhlman, Lingnau, Mazid, Roller, Sherwood, Starr, Stokes, Sweeten, Thompson, Tian, and Waldo.

Absent (9): Finley, Haney, Liu, Miller, Nieto, Senn, Shaughnessy, Shepardson, and Xavier.

Guests (2): Dr. Elwell, Dr. Laurenz

Reading and approval of the minutes of 2/07/19:

Senator Flores noted necessary correction to the minutes in regards to the Ad Hoc MLK Day Committee findings: Some Ohio universities held workshops for MLK Day, not New Mexico as recorded in minutes. February 7 minutes corrected.

Motion to approve minutes as corrected (Roller/ Beinlich) passed unanimously with 1 abstention.

Administrators' Reports:

Dr. Elwell:

Dr. Elwell has been attending the 60-day legislature session and reports that the session is going well.

House Bill 2 is the main budget. Once the bill is finished in the House, it will go to the Senate where, historically, the Senate Finance Committee often increases monies for education / higher education.

In the following list, percentages reference the amount of the budget marked for education; dollar amounts are current amounts for ENMU.

- 2% redistribution of the budget. ENMU has been productive and will receive additional monies.
- 2% increase in new money. ENMU will experience an increase of appropriations, in the worst case, of \$746,000. This dollar amount could be increased by the Senate.
- 4% of the budget is marked for state employee salary compensation, which includes higher education. The Council for University Presidents is advocating for 5% of budget instead of 4%.
- There is now real funding for dual credit. ENMU is the largest regional offering dual credit; ENMU ranks third in the state for dual credit. No percentages were provided in the President's report.
- ENMU will see a \$197,500 increase in monies for athletics, which is essentially paying back previous monies that had been reduced due to budget shortfall.

- ENMU will receive \$111,000 in new funding for KNEW.

There is approximately \$3 million for Capital Outlay. The increased amount is due to more sponsors compared to the number of sponsors last year.

Capital Outlay projects include:

- Replacement of the Greyhound Arena Roof over the classrooms
- Swipe card access for academic buildings
- Repaving and adding sidewalks on campus
- More lighting on campus
- \$500,000 for KNEW
- Addition of more Blue Light Emergency stations (student driven request)

Statement for the record regarding an article printed in *The Chase* concerning monies spent on the President's residence:

Dr. Elwell clarified that \$37,500 has been spent on remodeling and repairs since the Elwell's moved in. Work included overhead lighting, repainting of the master suite, and a remodel of a bathroom where water had leaked within the shower wall.

Dr. Elwell has read the responses to the survey about remodeling and/or new construction for the President's residence. Dr. Elwell recognizes that many respondents are upset about the President's residence question. He clarified that his employment contract, which extends through June 30, 2021, includes a directive to work with the Board of Regents to remodel or rebuild the President's residence.

The Board of Regents has indicated that they plan to construct a new house if and when the funds become available. They will not take out a bond for this construction. Neither the source of the monies nor the location of the new construction have been identified.

Survey concerning the President's Picnic

Only Support Staff has responded to the survey concerning the President's Picnic. Support Staff has expressed a preference for the picnic to be held in the fall and not in the spring.

Dr. Elwell requests a response from both the Faculty Senate and the Professional Senate about when the President's Picnic should be held. Dr. Elwell needs to know by the end of the current academic year.

Dr. Laurenz:

Clarification of Program Review and On-line Courses.

Dr. Laurenz clarified that the Distance Learning Committee will not be evaluating all on-line courses nor will the committee be evaluating courses without the permission of the instructor.

For re-accreditation and federal compliance, the university must submit a list of all courses offered, modalities of course offerings, and the terms in which courses are offered. During the last accreditation review, the accreditation team indicated that some on-line courses did not follow best practices, an issue which the university must address. For this purpose, the

Distance Education Committee developed minimum standards for on-line courses. These standards are found in the Portal under Forms / Downloads under Academic Affairs.

Faculty is expected to review these standards as the responsibility for the course content and delivery rests with the faculty. Programs are responsible for the quality of the course.

Membership on the Distance Education Committee was expanded to include more faculty, with the composition changing to include more faculty than administrators.

On a five (5)-year basis, during program review, the Distance Education Committee will review on-line courses. The committee will only look to see if an on-line course meets the minimum standards. It is up to the program and program faculty to address any course elements that do not meet standards.

Faculty Senate Reports:

Treasurer:

No change.

Curriculum Committee:

No report.

Distance Education and Outreach Committee:

No one present.

Elections Committee:

Faculty Senate senators who have served two consecutive terms on the faculty senate need to be replaced by another faculty member in their Department. These senators, by college and department, are:

- Birky, CET -HPE
- Flores, CET – CI
- Sherwood, CFA – Music
- Greene, COB – Business Law / Management
- Starr, CLAS - Sociology

A notice will be sent to all Department Chairs concerning replacements for outgoing senators.

Faculty Senate senators who have completed one term in the Faculty Senate and can serve as Faculty Senate officers, if re-elected by their department, include:

- Sweeten, CLAS – Lang / Lit
- Finley, CLAS – Physical Science
- Lingnau, CLASS – Comm Dis
- Roller, CLAS – Math
- Miller, CET – AG/FCS

The remaining senators serve until June 30, 2020, and are eligible to be nominated for a Faculty Senate officer position.

Nominations for an officer position (President, Vice President, Secretary, Treasurer, and Parliamentarian) for the 2019 – 2020 Faculty Senate may be e-mailed to Kristin Kuhlmann. A call for nominations will also occur at the March 7, 2019, Faculty Senate meeting. At the March 21st Faculty Senate meeting, Dr. Kuhlmann will announce the final slate of candidates and nominations will close.

Current officers (Waldo – Secretary and Brust – Treasurer) may be nominated for another year as their terms expire June 30, 2020. The current Parliamentarian (Finley) may also be nominated for the same position, if he is selected to continue to represent his department. All must, however, receive a 2/3rds majority vote if the Senate.

The election of Faculty Senate Officers will occur during the April 4, 2019, meeting of the Faculty Senate.

Faculty Grievance Committee:

No one present.

Faculty Personnel and Handbook Committee:

No report.

Faculty Research and Instructional Development Committee:

No one present.

General Education Committee:

Meetings are on the 2nd and 4th Wednesdays of each month. The committee has created a simple rubric for assessing General Education as a program. The committee is looking to make a new course rotation for assessment. The committee will review the Science general education courses for state re-certification during the February 27th meeting.

Program Review Committee:

No one present.

Undergraduate Admissions and Standards Committee:

No report.

Ad Hoc Student Evaluations Committee:

The committee is still reviewing the faculty surveys. The committee will try to present a tentative list of questions by the March 7, 2019, Faculty Senate meeting. The goal is still to try to create a new student evaluation instrument by the end of the current semester.

There will be a disjunction between old and new surveys, but the committee is most concerned with substantial flaws in the current instrument.

Ad Hoc Intellectual Property Rights Committee:

About 95 – 98 % of revisions by patent lawyers were editorial.

A substantive change to the Intellectual Property Rights Policy addresses the concerns raised by the use of student films for recruitment purposes.

The committee will meet Sunday, February 24, to review the final draft of the policy. Dr. Greene will meet with Dr. Laurenz on Monday, February 25, after which it was proposed that the final draft be e-mailed to both the Faculty Senate and the University Council. There were no objections to this proposal.

The Faculty Senate will work to pass the policy by the March 21, 2019, Faculty Senate meeting. The University Council cannot vote to pass the policy until after the Faculty Senate has passed the policy.

Ad Hoc MLK Day Committee

The committee has tried but not been able to obtain the number of courses that would be affected by an MLK Day university holiday. The committee will continue to work to obtain this information.

Discussion included whether something similar to Eastern in Action could be implemented in order to encourage student participation in service on MLK Day.

The Support Staff Senate sent out a survey regarding MLK Day and Presidents Day holidays; results are back (see President's Report below). Further discussion was tabled until the Professional Senate has reported results to the survey of professional staff.

University Standing Committees:

Assessment:

Meeting Thursday, February 28, 2019, to begin the review of programs. The committee will meet every week until done.

Budget and Planning:

The committee met February 20, 2019. Enrollments are down due to lower high school enrollments in the state. The University has several efforts going on to recruit from out-of-state. The budget will have a flat close due to our decreased spending. There is not much money in the 2019-2020 budget for staff/faculty lines. Student retention is crucial to the budget.

Dr. Elwell updated the Senate in his report (see above). Additionally, if there is an increase of the minimum wage, student workers will work about 30% less time.

University Council:

The council voted on the policies that the Senate approved at the last meeting, continuing to update policies. Policies will continue to be sent to the Senate as they come up. The next meeting is on Monday, February 25, 2019.

President's Report:

MLK Day and Presidents Day Holiday Feedback

The Support Staff Senate reported feedback on MLK Day. Most preferred adding 10 minutes to Monday classes. The Support Staff Senate pointed out that adding 10 minutes to Monday classes or eliminating Monday classes would wreak havoc with room scheduling. Many pointed out that Portales Schools do not get MLK Day off. All do not want to lose President's

Day as a holiday. Some pointed out that MLK Day falls on the last day to drop/add, so the campus needs to be open. The Financial Aid office also needs to be

The Professional Senate has not yet provided feedback.

Online courses and Program Review

Program Review occurs every five (5) years, and that committee will work with the Distance Learning Committee to determine on a yes/no basis if the minimum standards are met in a Program's web courses. The review is not an evaluation or course content but rather a review of minimum on-line course standards such as, "Has a syllabus been posted?" Yes/No, and so on.

Post Office Policy and University Council

This issue is best addressed in University Council, where the policies are being discussed and amended. Dr. Starr will take the faculty's concerns about this policy to the meeting on Monday, February 25, 2019.

Old Business:

None.

New Business:

The Senate passed the proposed changes to the following policies from the University Council:

- 25-2 – ENMU Foundation Agreement
- 40-3 – Recruitment and Hiring
- 40-5 – Wage & Salary
- 40-9 – Employee Management
- 40-13 – Drug-Free Workplace
- 60-7 – Telephone Use

45 – 5 Access to Blackwater Draw

At the request of the Anthropology Department, this policy was tabled.

70 – 6 Post Office

Faculty concerns with the proposed changes to the Post Office Policy will be taken to the next University Council meeting, Monday, February 25, 2019.

President's Picnic

Senators should ask constituents whether they prefer the President's Picnic to be in the fall, the spring, or both.

Announcements:

The musical, *The Titanic*, will be performed on March 1st and 2nd. ENMU students receive one free ticket. Purchase tickets soon, as many tickets have already been sold.

Tonight, February 21, the Jazz Band and Swanee Singers have a concert.

Motion to adjourn was made at 5:00 pm. (Sherwood / Lingnau). Passed unanimously.

Respectfully submitted,

Kristin G. Waldo
Faculty Senate Secretary