

CLAS Council
2 November 2021
2:00 p.m.
via Zoom

Present: Ayala, M., Aragon, R., Cradock, K., Pasko, B., Starr, C., Swift, S., Yan, J., Bond, G., Stokes, R. and M. Rizza

1. Core Staff – They discussed the RNL plan (handout), commencement, cannabis (Outreach/continuing education), bookstore issues, upcoming meetings – 11-17 General Faculty; 11-19 Regents; 12-1 MIE.
2. Annual Marketing and Recruitment Plan (handout) please feel free to share and comment. First one ENMU has ever had. Please feel free to send out to your faculty. Make sure they understand this is an institutional plan. We can discuss at our next meeting.
3. **Reminder about Recruitment funds available.** I will meet with sub-committees for CLAS. Please let me know who is currently serving: HSSR; STEM; Hum/SocSc.
4. Opportunities for International Collaboration – AHEA, COIL. MA sent out announcement about Pick US New Mexico COIL. It is a great professional development workshop opportunity. They have ready made list of individuals looking for partners. A couple of our faculty members are already involved. Please share with your faculty.
5. Building Access – meeting coming up in January to discuss opening of classrooms going forward.
6. Commencement and Honors Breakfast – one commencement, one student speaker Honors breakfast – lists will be out and we will need to select college speaker. When nominating a student, please include a rationale of why you chose the student speaker and why they would be a good candidate.
7. Spring Registration – please encourage faculty to get students advised and registered ASAP
8. SRCC Planning – April 6th
9. AVPAA – Program Review datasets are up on portal
10. OER workshops are ongoing – first one is this Friday.
11. **Open House** this Saturday (and Allied Health Symposium) Opening session starts at 9 am. The deans will then speak. Numbers are not where we hoped they would be due to other universities having events the same day.
12. **Major Fest** will be Nov 16-17 @ GSSC terrace/patio. Bob Schneider will contact chairs with a reminder. Please contact Bob Schneider if you have any questions.
13. Jamie and John mentioned grant submissions and potential opportunities; reminded folks that demand is increasing for online grad programs, and we need to streamline application processes to remain competitive.
14. Undergrad Catalog revisions this year
15. ER&R requests – think ahead. There is a chance we may be able to submit requests this year.
16. Virtual collaboration opportunities via PIC US-MX program. AHEA has opened access to InspirED platform,
17. **Please submit requests for recruitment funding, as announced two weeks ago.** Recruitment efforts are an **investment** in the one funding source we can impact – tuition dollars. As the state reduces our budget, tuition dollars make up a bigger part of our funding and effective recruitment is the only way to improve that income without significantly raising tuition costs to students. We may shift focus to a message emphasizing starting or completing with us online, cost-effectiveness of our tuition rates for distance students, option to stay home in fall and keep

moving forward with education (if they can't get a visa or if they are an in-state students whose parents are worried about sending them to a crowded campus).

18. For **Retention**, it is especially important to reach out to current students – but most especially new majors -- and engage them in the major and discipline-related student orgs through virtual strategies. Be creative! You could have faculty lecture series or reading, virtual games and events.
19. Resource faculty evals: remember that we need to do them after their first semester teaching for us, and then yearly after that. **For all faculty and staff evals, the policy book says you cannot discuss them with the employee without first discussing with second-level supervisor (prior to this it said Area Executive Administrator)**
20. Please emphasize the importance of checking and responding to emails in a timely manner, acting on student concerns promptly, and keeping folks in the loop up and down the chain (transparent communication for non-confidential matters). Due process is dependent on timely action. All communications to VP should go through chair and dean (director, if appropriate). Concerns should be resolved at the lowest level possible before going up the line. If you have policy questions, ask.
21. **Please provide search updates: for positions left unfilled or announced retirements.** Make sure that you are moving forward as quickly as feasible on searches. Ask faculty considering retirement to notify you ASAP so that the department can prioritize justification/approval process.
22. Please communicate to your faculty that if they represent CLAS on any committee, they need to report back to CLAS — preferably through their department chair to CLAS Council.
23. **Exit interviews and graduate tracking** – look ahead to coming year. **This may be key in the flagging study, too.** Also, for program review and assessment, template for tracking faculty accomplishments by program/department.
24. Opal Greer is teaching a workshop 569 course, Writing in the Discipline, in the spring for faculty to teach them how to help our students write and avoid plagiarism. Providing useful formative feedback and helping the students become better writers. Please encourage your faculty to sign up for this course. Please reach out to OG or MR if you have some suggestions as to what students seem to be struggling with.