

**Minutes
ENMU Faculty Senate
March 21, 2019
3:30 to 5:00 pm
Sandia Room
APPROVED**

Roll Call:

Present (22): Brust, Donohue, Finley, Greene, Haney, Ho (voting alternate for Xavier), Kuhlman, Lingnau, Liu, Mazid, Miller, Roller, Senn, Shaughnessy, Shepardson, Starr, Sweeten, Thompson (as voting alternate for Flores), Thompson, Tian, Waldo, Wall (voting alternate for Birky).

Absent (4): Beinlich, Nieto (Student Representative), Sherwood, and Stokes.

Guests (2): Dr. Patrice Caldwell for Dr. Elwell, Dr. Laurenz

Reading and approval of the minutes of 3/07/19:

Motion to approve minutes as written (Senn / Kuhlmann) passed unanimously with 3 abstentions.

Administrators' Reports:

Dr. Patrice Caldwell for Dr. Elwell:

Dr. Elwell is currently in Chicago, Illinois, for a conference.

New Mexico representatives, including Representative Ingalls, spoke today at the Portales Chamber of Commerce. No specific bills were discussed, not even pertaining to teacher education. However, the representatives said that this legislative session has been very good for education. Grades K-12 are set to receive 16% of the budget. Higher education did not do as well but is still set to receive over 4% of the budget. This percentage of the budget dedicated to higher education can be seen as a strong vote of confidence.

The compensation raise for state employees is at 4%; some employees paid by grants and some athletic positions are not included in this 4% compensation raise.

Minimum wage was discussed at length at the Portales Chamber of Commerce meeting. The minimum wage has not changed in the state for a decade. The suggested legislative change to the minimum wage in New Mexico is an increase to \$12.00 per hour by 2022. The minimum wage increase is an unfunded mandate that will proceed step-wise. ENMU student workers with no funding will be impacted by this legislative raise in the minimum wage. The ENMU business office, once legislative outcomes are known, will issue guidelines. The raise in minimum wage will result in a reduction in hours that students will work, so the staffing of all departments will be impacted.

The representatives did not speculate about when the governor will sign legislation.

Comment from the floor:

The departmental administrative assistant in a senator's department is currently not being paid \$12.00 / hour. The question is, *"Will we face the situation that newly hired staff will be earning more than staff who are already working but were hired on at a lower rate?"*

Dr. Caldwell clarified that the rise in the minimum wage will have impacts throughout the university. This and other issues are ones that will need to be addressed once the governor signs.

Dr. Laurenz:

There will be a General Faculty Meeting next Tuesday, March 26. At this meeting, Common Course Numbering will be a major topic.

Common Course Numbering

Dr. Laurenz summarized the state's decision a couple of years ago requiring all lower division courses in higher education to have common prefixes and course numbers. Some ENMU faculty served on state-wide committees that helped create the common course numbering system. Fall 2019 was the goal for the common course numbering system to be fully implemented. However, the state has not completely finished approving all course prefixes and numbers. ENMU will, at this time, be implementing the common prefixes and numbers for those courses the state has approved.

Advising will be challenging during this transition. Dr. Laurenz' office is working on producing a set of electronic documents so that advisors, faculty, and students can cross reference previous course prefixes and numbers with the new prefixes and numbers. Some areas have more than one prefix within a discipline...be prepared to spend more time than usual advising students.

There will be a series of lunch workshops to help walk people through how to find and confirm courses and to make sure students are taking the correct courses toward their majors.

Question from the floor

Will CAPP evaluations be inaccurate (i.e.: will CAPPs indicate that students need to take courses that they have already taken because of the program not recognizing new prefixes and numbers)?

Clarification from Dr. Laurenz

Those students already in a catalogue cycle will have accurate CAPPs. For those students who entered this fall, the CAPP should recognize both the previous and new course prefixes and numbers. CAPP should continue to function accurately.

Comment from the floor

Changes to course prefixes and numbering is affecting the bookstore and book orders.

Clarification from Dr. Laurenz

Dr Laurenz noted that he will initiate meeting with the bookstore to help them navigate through this transition.

Faculty Senate Reports:

Treasurer:

No known change.

Curriculum Committee:

No change. Any further duties coming before the committee are anticipated to be handled through e-mail.

Distance Education and Outreach Committee:

No one present, no report.

Elections Committee:Faculty Senate Officer Nominations

Dr. Kuhlmann announced the slate of candidates. The officer nominations for Faculty Senate 2019-20 are:

- President – Kristin Kuhlmann
- Vice President - Kristin Waldo
- Treasurer - Steven Brust
- Secretary - Michael Shaughnessy
- Parliamentarian - James Finley

No new nominations were made.

The Faculty Senate will officially vote for Faculty Senate 2019-20 officers at the April 4th meeting.

Opening on the Faculty Personnel Policy and Handbook Committee

A position is open for a faculty senate member to serve on the Faculty Personnel Policy and Handbook Committee. The position is for a two-year term and qualifications include having worked two years at ENMU, be full-time, and have a teaching responsibility of at least 0.5 FTE. The committee does not meet on a regular basis.

Two senators are nominated for membership on the committee:

- Rachel Lingnau
- Steven Brust

Because of more than one candidate for this position, there will be a secret ballot on April 4th.

There were no objections to closing the slate of candidates; nominations were closed.

Faculty Grievance Committee:

No one present; no report.

Faculty Personnel and Handbook Committee:

No one present; no report.

Faculty Research and Instructional Development Committee:

The committee met briefly. A few applications for Faculty Research and Instructional Grants were received. The application period closes next week, after which the committee will meet to decide on the merits of the applications.

General Education Committee:

Nothing new to report. The next meeting is March 27, 2019.

Program Review Committee:

No one present; no report.

Undergraduate Admissions and Standards Committee:

No report.

Ad Hoc Student Evaluations Committee:

Discussion deferred until Old Business (see below).

Ad Hoc Intellectual Property Rights Committee:

The Intellectual Property Rights Policy is slated to go before the University Council on Monday, March 25. The committee will be making a few minor changes to the cover page of the policy, but these changes do not require consideration by the Faculty Senate. If passed by the University Council, the policy will proceed to the Board of Regents.

Ad Hoc MLK Day Committee:

No report.

University Standing Committees:

Assessment:

The committee will be meeting every Tuesday until assessment responsibilities are completed. The committee is moving forward; nothing new to report at this time.

Budget and Planning:

Because there was no state legislation signed, the committee did not meet.

University Council:

The next meeting is Monday, March 25th.

President's Report:

Dr. Starr did meet with Dr. Elwell to suggest an informal brown bag lunch as an appropriate informal forum for the Faculty Senate and Dr. Elwell to exchange ideas and questions. The first of these brown bag lunches is scheduled for April 3, 2019, and Dr. Elwell has arranged for boxed lunches.

From the floor:

April 3 is the date of the Student Research and Creativity Conference (SRCC). Having the boxed lunch on this day is not ideal.

There were no objections to the suggestion that the date of the boxed lunch be changed.

Faculty Senate President, Dr. Starr, will contact Dr. Elwell's office for a change-of-date.

Old Business:

Ad Hoc Student Evaluation Committee

The committee thanks senators for their feedback on the draft of the student evaluation of instruction and asks for any further feedback from senators' constituents.

From the Floor

On Question 11, can video-conferencing platforms such as Skype, Zoom, Google Hangouts, and Blackboard Collaborate be added as choices?

Wording on Question 7 is ambiguous.

New Business:

Timing of Advising Holds

A student wanted to withdrawal from a course and enroll in a second 8-week course. The advising hold placed for summer and fall registration had to be removed in order for the student to withdrawal and enroll in a second 8-week course.

The concern is, *"What if the student does not contact the faculty advisor before enrolling in summer and fall courses?"*

The timing of placing advising holds is not ideal.

The question is, *"Can the placing of advising holds occur after the add/drop period for second 8-week classes is over?"*

The Faculty Senate President will speak with Dr. Laurenz about the feasibility of changing the timing of the placement of advising holds.

Announcements:

The 43rd Jack Williamson Lectureship will take place on April 4th and 5th. Digital filmmaker, Alex Rivera, is this year's guest. His film, *Sleep Dealer*, won awards at the Sundance Film Festival and the Berlin International Film Festival. There are fliers available with a schedule of events.

The SRRC Banquet is on April 3rd. So far, there are only ten (10) reservations. If you would like to make a reservation, you may contact Dr. Haney.

There were no objections to adjournment. Meeting was adjourned at 4:00 pm.

Respectfully submitted,
Kristin G. Waldo
Faculty Senate Secretary