

Eastern New Mexico University
University Council
March 29, 2021 3:10 p.m.

Present Stephanie Beinlich, Patrice Caldwell, Enrique Carrillo, Cameron Colson, Allan Crawford, Clark Elswick, Russell Johnson, Jamie Laurenz, Rachel Lingnau, Jeff Long, Christi Melton, Shawn Powell, Darrell Roe, Brent Small, Laura Smart, Scott Smart, Marshall Swafford, David Sweeten, Vickie Thomas, Ryan Trosper, Konni Wallace

Guests Benito Gonzales, Brad Mauldin, Jessica Small, Erik Stanley

Call to Order Dr. Swafford called the meeting to order at 3:12 p.m. A motion (Roe/Carrillo) to approve the minutes of the February 22, 2021, meeting passed unanimously.

Reports President's Report: The Men's Soccer Team was suspended. The coach and several players have transferred to Colorado Mesa and with COVID several of our players who are international students did not return this spring so it has been difficult to field a team. With the NCAA directive to have equal opportunities for female and male athletes we were a little out of whack on our percentage due to having more women than men enrolled. The soccer team was suspended and can be made active again at a later time if we choose to do so. This is the only team we are suspending.

We had our first meeting with our new Board of Regents and they were wonderful. Our student Regent is Chandler Head and she was articulate, well spoken and stepped right into the role. Ms. Trish Ruiz who is a counselor at Hobbs Schools was very articulate regarding the reopening and about staying the course and making a good reopening experience for our students for the fall. Phillip Bustos is a retired Vice President for Student Affairs at CNM, he has broad experience with higher education. We still have Regent Patterson and Regent Pyle who continue to serve.

President Powell's Report: We are anticipating a similar type of reopening as the Portales campus. The regents meeting went a little long but agree with Chancellor Caldwell on our dedicated Board of Regents. We very good voices for education in that group. The Roswell campus we are looking to putting on a virtual and face to face graduation. The ceremonial parts and the speeches will be virtual and the diploma cover presentation will be face to face.

President Trosper's Report: Chairman Swafford stated Mr. Trosper would not be at the meeting today.

Dr. Laurenz: Nothing to Report

Dr. Long: Nothing to report on governance. Would like to announce this week we will be meeting to strategize on how to begin registering students at the end of April. We have 6 step process that advises, registers, Financial Aid assistants and housing for our students. We will be coming up with a plan for those who want to come to campus and those who would prefer online. Fall registration will begin in a couple of weeks.

Mr. Smart: No report on governance

Mr. Elswick: No report on governance

Faculty Senate: We are currently confirming appointed committee members for the 21/22 academic year. Our executive board will be elected this week and discussing some edits to our Constitution.

Professional Senate: We are also currently working on edits to our Constitution.

Support Senate: No report on governance

Student Senate: We will be entering election for Student Government April 2nd -16th and we have our Students Concern Forum this coming Wednesday to discuss any concerns we have received through out this semester, most of them coming within the last month.

There were no other reports.

Old Business

During the February meeting we heard new business as it related to the Administrator Evaluation Committee, Curriculum Committee, Distance Learning Committee, Professional Senate and Support Senate governance review documents. We have a handful of simple changes that we need to review and vote on these. The Administrator Evaluation Committee only had one edit involving changing the word evaluate to review in the description of duties. Motion to approve the edit (L. Smart/S. Beinlich) approved unanimously.

Curriculum Committee edit was to add a non-voting member from each of the branch campuses to the membership. Chairman Swafford asked for a motion to approve adding the two non-voting members from the Roswell and Ruidoso campuses. Motion (Roe/Beinlich) passed unanimously.

Distance Learning Committee had no changes. Motion to approve (R. Johnson/A. Crawford) passed unanimously.

Professional Senate had no changes. Motion to approve (R. Johnson/L. Smart) passed unanimously

Support Senate had two minor changes. Change in the number of senators from each area to be reduced to 3 for a total membership of 12 and removing the sentence regarding sitting out for 1 year when a term has been completed. Dr. Caldwell requested clarification on the removal of the sentence. IS it based on the difficulty in getting people willing to serve on the senate and the time constraints that make it difficult for some employees to serve. The concern being if the same people are on the senate over and over and making the decisions may lead to consequences. The opportunity for service to rotate around the support employees give new faces and voices a chance to be heard. President Laura Smart stated the senate will put in the document that if no new members are willing to serve, the current member will be asked if they wish to remain on the senate. Chairman Swafford table the Support Senate governance review document until the Support Senate could go over the requested edit in the next meeting.

Other new business

University Council Governance Review – The Council discussed the review document. Chairman Swafford asked if it was necessary to have both president and vice president of the three senate

groups on the council or would one representative from each group would suffice. Chairman Swafford asked if we should add a representative from DPS as an advisory non-voting member on the council. Jessica Small the Internal Auditor also request to be an advisory non-voting member as well. Chairman Swafford asked the senates to take this back to their respective senates and get feedback.

New Business

Erik Stanley the Faculty Policy and Handbook Committee covered the revisions to the faculty handbook. They had a Survey Monkey go out for a few weeks then presented them to the Faculty Senate for changes. It was voted on and accepted by Faculty Senate. The Faculty Senate president passed them up to the chancellor. See below for the proposed amendments.

1. **Academic Rank** – The Office of Planning, Analysis and Government Relations has recommended that the handbook clarify the wording on academic responsibilities for faculty of all academic ranks. This proposed change (on page 2) seeks to clarify academic responsibilities of teaching, service as well as scholarly and creative activities for all academic ranks in relation to their contracts, FEC Criteria and/or College Guidelines. Similarly, additional language has been added to subpoint D (Rank of Lecturer) and E (Rank of Instructor) on page 3 to clarify the documents that define their expected activities.

In response to these requests, on pages 2-3 of the handbook, the following changes have been proposed (see track changes below)

Pg. 6 Faculty Functions, pg. 8 Release Time, pg. 11 Faculty Selection and Evaluation, pg. 12 Probationary Faculty, pg. 16 Annual Performance Evaluation and Review of Tenured Faculty, pg. 17 Periodic Review of Tenured Faculty, and pg. 18 Process of Post-Tenure Review added or creative activities to the criteria.

Distance Learning - It is proposed that the term “Distance Education and Outreach” should be changed throughout the document to “Distance Learning” to reflect the new title of this department. This proposed change appears on pages 6-7 and page 11.

This proposed change appears on page 10.

Faculty involvement in budgetary matters primarily manifests itself through participation in the University’s Budget and Planning Committee, the structure and responsibilities of which are outlined ~~in the University’s Statement on Governance (AGP&P, 15-2) and~~ in the by-laws of the Faculty Senate. (Link https://my.enmu.edu/c/document_library/get_file?uuid=022d3f90-84a1-4c5f-a6a1-52ae709e08ab&groupId=2502172&filename=Faculty%20Senate%20Bylaws%20and%20Constitution.pdf) In addition, the president of the Faculty Senate (or designee) is invited to attend meetings of the Higher Education Department and the New Mexico Legislative Finance Committee.

2. **Institutional Protections, Rights and Benefits for Faculty** – In the clause on faculty leave (II-D), the Leave policy is listed as 40-7-6. The policy 40-7-6 only covers the section on “Paid Sick Leave.” The Office of Planning, Analysis and Government Relations has suggested that we change this language to “40-7” which is inclusive of all ENMU leave policies including 40-7-6 (Paid Sick Leave), 40-7-7

(Leave With Pay), 40-7-8 (Leave Without Pay), 40-7-9 (Faculty Leave), 40-7-10 (Military Leave), 40-7-11 (Medical Leave Bank), 40-7-13 (Family Medical Leave Act) and 40-7-14 (Domestic Abuse Leave Act). In order to reflect this change, it is proposed that wording on page 20 be amended as follows.

- D. Faculty members have the right to certain forms of leave with pay (including leave for family illness, bereavement, jury duty, sick leave, access to medical leave bank, and family medical leave) Leave 40-7-6

Chairman Swafford set aside the governance review document for Academic Assessment and General Education Committees due to neither of the representatives from those committees attended the meeting to go over the documents.

Benito Gonzales went over policy 40-15 Medical Leaves Bank edits. Clarification that you have to be member of the leave bank to use the leave bank. Adjust the committees for the Portales/Ruidoso committee and the committee for the Roswell campus Medical Leave Bank committee. Each review requests for their respective campus. Portales/Ruidoso Committee is a 6-person committee and review applications from those two campuses. Roswell's committee is a 5-person committee and review the application for that campus.

Title IX policy has changed due to changes in the regulations. With the collaboration among ourselves and ATIXA, a premier vendor for Title IX, whom we asked if they could serve as consultants for us, looked at the policy and using the ATIXA model policy wrote our 80-12 Title IX policy, the procedures manual and appendices.

Chairman Swafford ask the senates to take them back to their respective groups for feedback and if they have any question we can address them at the April meeting prior to voting on the two policies covered by Benito Gonzales.

Erik Stanley went over the governance review document for the Faculty Handbook and Personnel Policy Committee. The only request change is to vote in a secretary from the current membership.

No other new business

Adjournment There being no other new business, a motion (L. Smart) to adjourn 4:10 pm

Minutes prepared by
Cris Watson