

# NEW MEXICO INSTITUTE OF MINING AND TECHNOLOGY

## FACULTY SENATE MEETING

Tuesday, April 5, 2011

Workman 101

4:00 p.m.

### AGENDA

1. Dr. Stone called the meeting to order at approximately 4:04 by calling for approval of the minutes of March 1, 2011. Dr. Cormack so moved. The motion was seconded and the motion passed without discussion.
2. **Announcements.**
  - A. Dr. Stone reminded the members the next Faculty Senate meeting will be held on May 13, 10am in Workman 101.
  - B. Dr. López gave Legislative Updates:

He started out saying there are not a lot of good things to discuss. NMT is still here under very difficult circumstances. Since 2008 we have experienced budget cuts of twenty percent. In actual dollars that means we are down from thirty million dollars to twenty five million dollars. As an institution, we have been able to weather the economic difficulties better than our counterparts around the country. Draconian cuts have been seen in Pennsylvania with forty six percent cuts. The University of Utah is considering financial exigency. On the other hand, the rest of the country is seeing economic recovery while New Mexico is lagging behind the recovery.

Dr. López went on to report that fifty-seven different pieces of legislature were introduced that did not pass. Of these, the most negative implication for Higher Education was a bill dictating actual curriculum. A more puzzling bill, HB 136, addressed authorizing concealed weapons on campuses. Another bill proposed an eight percent tax on all Research Park activities.

Addressing the state of NM Tech today, through the hiring freeze, we are now working with twenty nine fewer tenure track faculty. Additionally, staff peaked at 1300 and is now down to 900 employees. I&G is down 58 employees. We are to the point of concern of the impact on the departments, and the accreditation agencies site this as a critical issue. In order to bring academic departments up to higher staffing levels, any solution introduced would have to be temporary until ongoing funding is available.

Looking into the coming fiscal year, cuts to I&G will be around seven tenths of a percent. This is better than what was anticipated. Some special projects are experiencing much deeper cuts, such as GRC. These areas are under review. Any effort available will be used to mitigate these cuts.

At this time, the Performa budgets show we will survive another year without layoffs and furloughs. The administration recognizes the load on the faculty, working without raises and with additional hits on take home pay. It is the intent of the institution to be in a position to move forward in the next year or two to address salaries and replacement of loss of faculty. We recognize the importance of students, and realize they will have to pay a price for the policy

makers. Dr. Lopez will be going to students and the Board of Regents to ask for 4.9% tuition increase.

Based on forecasts, the stated shortfall for the state of New Mexico is in the range of \$250 million to \$400 million. Special projects will see a fifteen percent cut to GRC, EMRTC, PRRC, and the Bureau. As a temporary fix, Dr. López will shore up the special projects, but that will only help for this year.

- C. Dr. Gerity, on behalf of Dr. Inal's family, invites the NMT community to attend the memorial and celebration of Dr. Inal's life, April 14<sup>th</sup>, 4pm, Macey Center upper lobby.

Promotions – Dr. Gerity announced the promotion and tenure this year will include raises. The following faculty were asked to stand and be acknowledged:

Tenure and Promotion to Associate Professor: from Physics, Dr. Sharon Sessions and Raul Morales-Juberias, from Civil and Environmental Engineering, Dr. Claudia Wilson, from Electrical Engineering, Dr. Anders Jorgenson, from Materials Engineering, Dr. Nicolai Kalugin, and from Mechanical Engineering, Dr. Andrei Zagrai.

Promotion to full Professor: from Civil and Environmental Engineering, Clint Richardson, from Materials Engineering, Paul Fuierer, and from Earth and Environmental Science, Penelope Boston and Peter Mozley.

- D. Dr. Morales Juberias – Honorary Degrees and Awards Committee  
– Langmuir award – please nominate through Cathi V at AA
- E. Dr. Stone announced the Dissertation Boot Camp is scheduled for June 6 – 10. The program would like to improve by expanding the faculty advisor's involvement. Students will bring surveys to advisors so the program can improve over time.
- F. Dr. Susan Dunston announced NM Tech now has 38 people involved in faculty mentoring. A mentoring luncheon is scheduled for April 27, 2011 in the library.  
Dr. Dunston announced that a Faculty Development Survey will be going out to all faculty. This effort is a critical component for a National Science Foundation advanced grant. You will be receiving an e-mail with links using Survey Monkey. Please request a paper survey if you would prefer that method of response.
- G. Dr. Westpfahl announced that Faculty Stipends are available through the PPOHA grant. Contact Dr. Westpfahl for more information.
- H. Dr. Aster announced a call for nominations for the Distinguished Research Award. Nomination will be accepted through April 26<sup>th</sup> in order for the committee to make a recommendation by May 1.

### 3. Committee Reports

Dr. Starrett reported the Space Utilization Committee has met, and the department chairs will be receiving a questionnaire. It is critical to get this information back to the committee.

#### 4. **Old Business. None**

#### 5. **New Business**

A. Dr. Aster asked for an internal review procedures for admissions brochures. While acknowledging the hard work and professionalism that went into the new brochures developed for the Admissions Office, the E&ES department was omitted along with a number of other departments. It is suggested that the institution might be better served if an editorial review process is in place for future publications. V.P. Jaramillo-Fleming invites feedback on any documents going out. Many problems could be addressed if deadlines for editorial comments and correction were met. The Student and University Relations operation is happy to work with faculty to develop procedures going forward.

B. Dr. Gerity brought forward a number of items from the March Council of Chairs

Management Department catalogue change. Dr. Gerity moved the following catalogue change be accepted. The motion passed without discussion.

Delete From Catalog:

**BCS 209, Business Computing Systems, 3 cr, 3 cl hrs**

Introduction to software systems, including word processing, spreadsheet, and database applications, used to solve business problems. Current computer topics and issues.

**BCS 305, Business Information Systems, 3 cr, 3 cl hrs**

*Prerequisite: BCS 209*

A study of the implementation and use of computer-based information systems in business organizations. Emphasis will be placed on the characteristics and use of decision support systems from an organizational and individual problem-solving perspective.

**ECON 361, Business Conditions Analysis, 3 cr, 3 cl hrs**

*Prerequisites: ECON 251, 252*

The goals of economic policy, national income accounting, theory of income determination, economic forecasting.

Changes to Prerequisites:

**ACCT 202, Fundamentals of Accounting II, 3 cr, 3 cl hrs**

*Prerequisite: ACCT 201*

**ACCT 350, Managerial Accounting, 3 cr, 3 cl hrs**

*Prerequisite: ACCT 202 or consent of instructor*

**BA 490, Business Policy/Corporate Strategy, 3 cr, 3 cl hrs**

*Prerequisites: ACCT 202; FIN 302; ECON 251, 252; MGT 330; BCS 283; MKT 335; senior standing*

C. Academic Standards and Admissions Committee chair, B. Borchers moved the following catalogue change addressing the use of incomplete grades.

**Academic Standards and Admissions Committee (ASAC) catalogue changes –**

B. Borchers moved for the following changes to address the problems with a grade of “incomplete”.

**Changes to policies and procedures for IN (incomplete) grades.** There have recently been several instances where students (and in some cases professors) were surprised when IN grades were automatically converted into F's after one year. In other cases, students were unclear about exactly what work needed to be done to remove the incomplete. Our proposal would address these concerns by requiring the instructor to explain the reason for the incomplete, provide a list of remaining work to be completed, set a deadline for completion of the work, and specify the grade to be assigned if the student fails to complete the work.

**From Page 66**

IN (incomplete) You must complete the class within the time agreed upon with determined by the instructor. Do not register for the class again. This is not considered a repeat.

**From Page 68**

**Current Wording –**

An incomplete (IN) may be given in lieu of a grade when circumstances beyond a student's control have prevented completing a significant portion of the work of a course within the allotted time. The student's performance in the course must otherwise be satisfactory. Students must not register for a course in which they received an IN. An incomplete may be removed in a manner and within the time determined by the instructor concerned. At the completion of the course, the student will receive the appropriate grade preceded by an "I" to indicate the original incomplete status of the course. The grade points awarded are identical to those grades not preceded by an "I." An incomplete may not be continued beyond one year from the end of the term in which the IN is awarded. Failure of the student to remove the IN by that date will result in an automatic grade of F. In no case can an IN become a withdrawal (W).

**Proposed Wording -**

When circumstances beyond a student's control have prevented completion of a significant portion of the work of a course within the allotted time, an Incomplete Grade Form may be submitted by the instructor to assign an Incomplete (IN). The student's performance in the course must otherwise be satisfactory. Students may not repeat a course in which they have an IN. An incomplete shall be removed in a manner and within the time determined by the instructor, but may not exceed one year from the end of the term in which the IN is awarded. Failure of the student to finish the IN by the determined date will result in an automatic grade change to the grade specified on the Incomplete Grade Form. In cases of both satisfactory and unsatisfactory completion, the final grade will be preceded by an "I" to indicate the original incomplete status of the course. The grade points awarded are identical to those grades not preceded by an "I." In no case can an IN become a withdrawal (W).

Dr. Borchers and S. Grijalva addressed the following concerns. When an incomplete automatically rolls to F the student may have warranted a higher grade. Clarification regarding extending date and change of grades was explained by S. Grijalva. Banner does not currently have the capacity to automatically roll grades. This is currently being handled by the Registrar's office manually and will continue so until Banner can accommodate IN grades. A PDF form can accommodate the procedure for the Registrar's office to be informed of the handling of an incomplete.

Dr. Borchers emphasized the procedure is designed that the faculty member dictates the terms of the incomplete to the student, and is not negotiable. S. Grijalva addressed concerns that incompletes can linger. The Registrar's office now has a procedure in place to address this, and it is working well. The proposed change will help with the case of a temporary instructor leaving without assigning grades, leaving the academic departments responsible for figuring out the appropriate grades. By using a paper approach to circumnavigate Banner grade posting, the department chair will be aware of instructors in the department assigning incompletes and will

have an opportunity to address the students actual progress in the class to date. This will allow department chairs to be aware of an instructors mis-use of the incomplete grade option. The proposed change should not impact the ability to get grades in on time.

There was no more discussion, Dr. Stone called for a vote, and the motion passed.

- D. Academic Standards and Admissions Committee Chair, B. Borchers, moved for the following catalogue change addressing the close of registration period.

**From pg 65 -**

Specific days are set aside for registration (see Academic Calendar). You may register online **or in person** through the second Friday **second Tuesday** of instruction. or in person through the third Friday of instruction, but you will be charged a late registration fee. Registration after this period will depend upon the merits of each individual case.

**From pg 66 -**

A student may change his/her program by filing a Change-of-Registration form with the Registrar. No classes may be added after the third Friday **second Tuesday** following the beginning of classes of a fall or spring semester or the first week of a summer session. During the first three weeks of the **fall or spring** semester, **and through the second Tuesday of the summer session**, a student may drop a class without penalty, and the course will not appear on the permanent record. After the third week of classes in a fall or spring semester or the first week **second Tuesday** of a summer session, the student must file a Withdrawal Authorization Form and pay the withdrawal fee. The grade "W" will appear on the student's permanent record. A student may not withdraw (W) from a class after the tenth week of a fall or spring semester, or the fifth week of a summer session. You may change to audit or S/U up to the end of the tenth week of the semester or the fifth week of the summer session.

Dr. Mojtabai addressed concerns regarding labs. Many labs would not have met by the close of registration date proposed. Dr. Borchers suggested that would be allowed to move between sections of labs beyond the registration close date. This would be implemented at the discretion of the department.

Dr. Borchers was asked to clarify the need for this change. The current 3 week period to allow students to add a class is a burden on the students and the instructors. The ability to meet the class requirements is unrealistic for most students and an extra burden falls to the instructor to bring these students in line with the rest of the class. Exceptions can be made and should be handled within the departments. The impact on the deadline for Graduate students completing will mean a shorter time period for these students to complete without having to register for an additional semester. Dr. Westfahl did not see this being a problem.

The CLASS department made a strong statement of support for this change.

An amendment was brought forward to extend deadline to the second Friday. The amendment was seconded. Vote for the amendment did not pass.

Dr. Stone asked for a vote on the original motion and it passed.

- E. R. Sonnenfeld, chair of the Budget Committee proposed the Faculty Senate make a recommendation to the President and Board of Regents for a cap on enrollment through admissions standards changes. Dr. Lopez spoke to the recommendation. He feels this recommendation would be a mistake because it could hurt the academic funding next year and

going forward. There is an effort to replace lost faculty positions which is dependant on formula funding. There is talk of changing the formula. Efforts are being made to develop a more sensible way to fund according to teaching, research and two year schools. Four year schools are currently taking a much bigger cut than the two year schools. The formula funding must change, but it would be pre-mature to cap enrollment which could result in loss of funding if the formula does not change. Retention data shows that we are most likely to retain those student in medium range for GPA's. Students that leave come from both the low and the high end of GPA's. Dr. Lopez offered to bring forward a recommendation from the Senate to the Regents but emphasized he felt this would be the wrong message with repercussions.

If more sensible formula funding is developed that decouples the four year to graduation from the two year schools, we will see more appropriate funding levels. Addition corrections to the formula would address GRC funding. This needs to be folded into the regular budget. As long as it is perceived as special projects we have resistance from the state level.

Dr. Lopez concluded by pointing out that our sister schools, such as School of Mines are not using this paradigm, but rather they are growing.

It was moved to table the motion for a future meeting. The motion to table was seconded, and the motion to table passed.

**6. The meeting adjourned at 5:30pm.**