

# NEW MEXICO INSTITUTE OF MINING AND TECHNOLOGY

## FACULTY SENATE MEETING

Tuesday, November 6, 2018

Workman 101 4:00 p.m.

## Minutes

### 1. Call to order and approval of minutes

Chair Tom Engler called the meeting to order at 4:02 pm with a call for approval of the October 2, 2018 minutes. Dr. Steve Simpson moved to approve, seconded by Dr. Anwar Hossain.

### 2. Announcements

#### a. Vote – *Tom Engler*

Tom Engler encouraged the Senate to go out and vote.

#### b. Spring 2019 Dates and Deadlines – *Samantha Nelson*

Samantha stated that there is an updated version for the Spring 2019 dates and deadlines. Some important dates to note include:

November 1, 2018 – Deadline for May intent to graduate

February 22, 2018 – Summer and Fall course offerings are due. We have to build these courses from scratch for the new course numbers.

March 11, 2019 – Midterm grades are due by 5:00 pm

March 25 – 29, 2019 – Advising for Summer and Fall 2019 (Tentative)

May 8, 2019 – Grades for graduating students due by 5:00 pm

May 13, 2019 – Grades for all other students due by 5:00 pm

#### c. Sexual Misconduct Policy – *Peter Phaiah*

Dr. Phaiah stated that the committee is in the process of making the interim policy into a standard policy. As of Monday, they entered the 15 day review period for the policy.

The Title IX advisory committee will review the policy and the comments and then Dr. Phaiah will bring those comments back to this body before anything is final.

Dr. Phaiah noted that the policies and procedures have been separated. This will help when we make changes or any updates.

### 3. Senate Committee Reports

#### a. Faculty Development Committee – *Kip Carrico*

Dr. Carrico announced that the committee would like to discuss some upcoming events.

There will be a faculty mentor-mentee breakfast on November 9 in the CITL starting at 8:00 am. Make your own burritos (vegetarian and non-) will be available as well as coffee and stimulating conversation.

A lunch-time tenure panel will be held on November 14 in the CITL from 12:00 – 1:00 pm. Several faculty will share their experiences on the tenure process.

Also, there is a faculty development committee survey that has been sent out. Dr. Carrico encouraged faculty to respond to the survey to integrate future planning.

**b. Honorary Degree and Awards Committee – *Rodolfo Tello-Aburto***

Dr. Tello-Aburto stated that the committee is opening nominations for honorary degrees until December 1. He asked that any nominations be sent to the committee.

**c. Academic Freedom and Tenure – *Mike Heagy***

Dr. Heagy reminded the senate that the committee has worked on:

- criteria sections B&C of Tenure & promotion Policy
- Research Professor
- Hiring of tenured faculty and status

Dr. Heagy stated that there are still several points to work on regarding the procedures of the tenure and promotion policy and the point of today is to work on some of the more contentious points and get them finalized.

Dr. Heagy discussed several procedures.

*C Annual Tenure Review*

The AFT committee proposes several modifications to the timing and distribution of the faculty appraisal form. The candidate and the entire tenure committee will receive a copy of the form by May 1<sup>st</sup>; thus providing feedback in time to adjust plans for the remainder of the year. In addition, the candidate may submit a memo in response to the committee's report to accompany the committee's report to the Department Chair and Vice President for Academic Affairs, by February 15.

*E. Final Tenure Review*

The AFT committee proposed adding: "Letters solicited by the candidate are not appropriate to be included." The committee is discouraging letters within the campus. The candidate should not solicit a faculty member on campus to submit a letter with their packet. It should come through to the committee directly. There is still the opportunity for all tenured faculty members within the department to comment on the faculty up for tenure.

Further discussion was held and some clarification was suggested for this statement.

#### *External Review*

The AFT committee proposes no less than 5 letters from distinguished outside reviewers. The committee did research and five was common among other universities. This does raise the bar but the committee felt that it was appropriate. Distinguished can be (should be?) defined by the committee

The external reviewers should include appropriate balance of tenured faculty members, research staff, and other professionals. The committee felt that they should broaden the scope of the external reviewers such as the Bureau, PRRC, etc. There is not a limit on this, and it is up to the committee. The phrase “conflict of interest” between reviewer and candidate was suggested to be revised to different language.

The AFT committee proposes “Committees should include the names of the contacted reviewers, their respective departments, and information on acceptances, declines, non-response, along with any other pertinent information from potential reviewers.” Discussion was held that some people can just be busy and don’t have time to do a letter; it doesn’t mean they don’t want to help the candidate. The tenure committee purely just records and documents that the committee made effort and this can also protect the candidate. A strong suggestion was made to remove this sentence from the document.

Dr. Heagy stated that the committee will review the comments and will try to have an updated draft in time for the next Senate meeting.

#### **4. Council of Chairs Report – *Doug Wells***

##### **a. Materials Engineering**

Dr. John McCoy discussed a change in the S/U policy for materials engineering to restrict courses that aren’t general education courses that aren’t required for the major.

Motion moved and approved unanimously.

##### **b. Business and Technology Management**

Dr. Frank Reinow proposed to: Adopt MGT 1XX (previously MGT 189), add a New Course: MGT 2XX-Internet Economics and E-Commerce and to modify degree requirements for the minor in management.

Motion moved and approved unanimously.

#### **5. Graduate Council Report – *Lorie Liebrock***

**a. Mathematics**

Dr. Bill Stone discussed a change for a course number. The Math department would like to change the exiting Math 589 course to number Math 5XX.

Motion moved and approved.

**b. Materials Engineering**

Dr. Burleigh proposed replacing the MATE and METE abbreviation as MTLs for undergraduate and graduate.

Motion moved and approved.

**c. Business and Technology Management**

Dr. Reinow proposed to add EMGT 517. This is a capstone for the certificate program and proposed wanted to give it a regular number.

Motion moved and approved.

**6. Old Business**

**7. New Business**

**a. Enrollment Issues – *Doug Wells***

Dr. Wells gave a brief presentation regarding enrollment so that the Senate is aware of what we are up against in terms of numbers. Our persistence, retention, and graduation rates are all up. This success is causing us some issues. We came short in our projections. We are down around 100 total students including part-time. Dr. Wells stated that if we use our current numbers, to have a healthy student body, we need to bring in 450 students a year and we are bringing in around 350 students. Some ideas to address this include bringing in more transfer students. They can help fill a gap.

In Dr. Wells' opinion, faculty are the most effective recruiters for academic programs. Students are also effective recruiters. Dr. Wells stated that we need to engage our faculty and students to bring in more students.

Dr. Wells stated that he plans to hold a meeting with transfer students to discuss why they are here and any input on how to attract students from their college.

Dr. Wells encouraged faculty to send him any other ideas or feedback.

**8. Discussion**

**9. Adjournment**

By unanimous decision, the faculty senate adjourned at 5:12 pm.