

NEW MEXICO INSTITUTE OF MINING AND TECHNOLOGY

FACULTY SENATE MEETING

Tuesday, February 03, 2015

Workman 101 4:00 p.m.

MINUTES

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

Chair Dave Raymond called the meeting to order at 4:06 pm with a call for approval of the December 2, 2014 minutes.

Dr. Hamdy Soliman moved to approve the minutes, seconded by Dr. Gary Axen. The minutes were approved by unanimous consent.

2. **Short Announcements**

1. **Introduction of new faculty and staff**

Lisa Majowski introduced Rebecca Clemens as the new Activity Director/Learning Specialist for SES Title V Grant.

Dr. Andrei Zagrai introduced Dr. Arash Mousavi as an Assistant Professor in the Mechanical department.

Dr. Mark Samuels introduced Dr. Stewart Thompson as an Assistant Professor in the Psychology department.

Sara Grijalva introduced Evelyn Konigsberg as the new Banner Technologist for the Registrar.

Dr. Corey Leclerc introduced Dr. Paul Calvert as a Visiting Professor in the Chemical Engineering department.

2. **Property issues – *Steven Hicks***

Steven Hicks reported that there have been some recent changes in Property. One major change is the items from a department that are sold at auction, now have the net auction proceeds going back to the source of funds. It will be 100% of the net auction proceeds. Dr. Gary Axen asked what if a department has a buyer that will pay more than what the item would receive at auction. The item must be put out at public sale first. There will be a bottom line bid where if the amount is not achieved, you do not have to sell and can therefore go with your own buyer. If the item was purchased with grant funds and the source of funds no longer exist, then the proceeds would go back to your available equipment fund.

Byron Whitehorse announced that the Property office is starting to work on inventory again for this year. They will be contacting each department to work seamlessly throughout this process. They will accept a time stamped photo of large

equipment that is off campus. When you are recycling computers, the property office will legally wipe the hard drives. A certificate of destruction is issued through a third party.

3. iClicker meeting – Richard Sonnenfeld

Dr. Richard Sonnenfeld announced that the used iClickers that were being sold at the bookstore and are now sold out. He would like everyone to agree on what type of iClickers that should be used in the classroom. Contact Dr. Richard Sonnenfeld if you having any input regarding what to do this fall semester with the iClickers.

4. Tech Scholar requirements - The qualifications for Tech Scholar are completion of 30 letter-graded hours at NMT (excludes transfer hours) and a cumulative GPA of 3.5. The old requirements were 65 letter-graded credits at NMT. – Sara Grijalva

Sara Grijalva announced Academic Affairs is accepting nominations for Tech Scholars. If you would like to nominate one of your students, the qualifications are completion of 30 letter-graded hours at NMT and a cumulative GPA of 3.5 or higher. Send the nominations to Lyndsey Lewis. She can also send a report that will let you know what students qualify. The deadline for nominations is March 3rd. Academic Affairs will work with the Registrar's office so that they can set up the registration criteria for the students to have priority registration in April.

5. Annual Research Symposium – Mary Dezember

Dr. Mary Dezember announced that the 4th Annual Student Research Symposium will be April 17th. Be sure to tell your students as the applications are due in three days, (February 17, 18, and 19th). This year, students who present will receive an honor cord at graduation. Also, Dr. Tie Wei as agreed to help by using the 3D printer to make charms for the honor cords.

3. Senate committee reports

1. Ad hoc committee to revise student evaluation form – Wesley Cook

Dr. Wesley Cook reported that the teaching coffee hour came across some issues regarding evaluations that were better suited for an ad hoc committee. This would be a proposed ad hoc committee that would evaluate the existing evaluations and update them to the way things are now. Some suggestions have been to include some form of technology rather than doing it through Scantron. The nomination committee has submitted the following member/individuals for approval:

Elizabeth Kramer-Simpson (CLASS Department)
Kevin Kirk (Biology)
Tie Wei (Mechanical Engineering)
Wesley Cook (Civil and Environmental Engineering)

Ex-Officio Members:

Associate VP for Academic Affairs (Mary Dezember)
Dean of Students (Melissa Jaramillo-Fleming)
Director of the Office for Student Learning (Lisa Majkowski)

Dr. Wesley Cook proposed that Dr. Iver Davidson (ACT) also be added to the committee to be included on any type of technology assessment that is employed through the new evaluations. Dr. Fred Phillips seconded. The motion passed unanimously.

George Becker asked if the committee is just looking at the content of the evaluation or at the process. Surely, other schools have an automated system where a student can log on and evaluate. Dr. Wesley Cook stated that our Distance Education does have a form that is sent out via email where they are asked to respond to it. Dr. Iver Davidson stated that most schools use some electronic form. The problem is trouble that the level of feedback for responses is low. One thing we can look at is continuing to have the evaluations filled out in class by using an iPad or smart phone that we can provide. Dr. Wesley Cook noted that the intent of the committee is to more broadly look at the evaluations of the teaching. Dr. Mary Dezember noted that they are also looking at how the students can be taught to take this seriously. There is a policy and the committee is reviewing it. Dr. Lorie Liebrock stated that 25% of our students are Graduate students and should be included as ex-officio members. Dr. Wesley Cook noted that Dr. Bob Cormack has been consulted as he was the original creator of the survey.

2. EREC report – *Richard Sonnenfeld*

Dr. Richard Sonnenfeld reported that EREC met by email where a question was asked regarding payroll for undergraduate students, particularly graders. Some found it painful for their students to have to enter their hours. It was suggested that all students who work should have a contract and then they wouldn't have to enter their hours. He suggested to Lonnie Marquez about doing both but he thought it was too complicated. Departments need the flexibility to pay their students both hourly and by using a contract. If the option to use both is not available, then using the current system where students enter their hours on an hourly basis would be best.

3. Budget and Research Committee – *Ken Minschwaner*

Dr. Ken Minschwaner noted that this report is mostly informational.

The committee has worked out the part-time pay guidelines. It was presented to the Faculty Senate last spring where it was defeated. It is streamlined now. There is no summer salary for faculty. This was presented to Council of Chairs where for the most part everyone liked it. The committee did have to add one sentence, "We recognize that the state funding formula provides for variations in funding between disciplines, and that these differences are important for providing the resources necessary to offer courses over the spectrum of degree programs; nevertheless, these guidelines for part-time instructor compensation are designed for fairness and simplicity of implementation."

There is a new code of Federal Regulations that is coming out. Most of this will not impact us. They are trying to make the guidelines for the administration with the proposal process uniform with all the agencies. Requirements for prior approval are increasing. For example, if you are asking for a 12 month no cost extension. Some of the requirements may change.

The committee worked on overhead funds and the breakdown of sources of revenue and expenditures. Looking at the endowment accounts is ongoing. The committee just met with Lonnie Marque and he believes things will be straightened out within a month or two. Research infrastructure and support is the highest priority. The committee is looking at ways to improve the support infrastructure for finding grant opportunities, proposal preparation and submission, and overall support for research through appropriate staffing of personnel and research equipment.

Contact the committee with any questions.

4. Report of Council of Chairs – Warren Ostergren

Dr. Warren Ostergren reported that there were no action items. There were several items were discussed, including a report from the Deans on future faculty. There was also information provided regarding the Fire Marshal's upcoming visit.

5. Report of Graduate Council – Lorie Liebrock

1. November 2014

Dr. Penny Boston reported on the changes for Environmental Science. We are trying to accommodate changes in our faculty makeup, by removing classes that are no longer of interest and consolidate classes that are.

Council of Chairs approved the undergraduate change at the October meeting.

ERTH445, Petroleum Exploration Geophysics, 3 cr, 2 cl hrs, 3 lab hrs

Prerequisites:

PHYS 121 or equivalent

This also applies to the Graduate course as well. Graduate Council approved the change at the November meeting.

Dr. Ken Minschwaner noted that refraction in waves is covered mostly in PHYS 122. It may be appropriate to add PHYS 121 and 122. Geophysics will discuss it. Dr. Penny Boston moved to accept these changes. Motion passed unanimously.

Dr. Lorie Liebrock moved to accept the correction in description of MENG 585. The change is to clarify that part-time on-campus along with the distance graduate students are required to take two semesters of MENG 585. Motion passed unanimously.

2. December 2014

Dr. Lorie Liebrock thanked the departments and students who participated with the Graduate Education Day with the Legislator. The posters, pictures, and bios of the students are online. This will be an annual event with the Legislator raising awareness of the need for Graduate education in the State.

6. Old Business

1. Updating Senate rules – *Steve Simpson*

Dr. Steve Simpson explained that while going back over the Faculty Senate Standing rules, over the past several years most of the changes we have been approving were not added to the standing rules. Dr. Steve Simpson provided a copy of the word document with the markups. The Assessment Retention Committee and Student Learning Committee were added. EREC was approved at the last Faculty Senate meeting has been added. Most of this was things that were already voted on but not added to the standing rules. There were two changes that were mentioned at the last meeting. The Associate Dean for Student Success and the Community Education Director were added to the membership of the Faculty Senate. Also, adjuncts are listed in the standing rules as voting members of the Faculty Senate, but are not needed to make quorum. There was one additional change that was submitted by the incoming chair of the Academic Standards and Admission Committee. There was a vague line “all appeals from students relating to academic problems” that Dr. Lisa Young suggested be removed. Additionally it was suggested to add undergraduate so that is made clear. Also, the Associate Vice President of Academic Affairs as an ex-officio member added. Kevin Wedeward seconded the motion to accept these changes. Motion passed unanimously.

7. New Business

1. New employee handbook – *Tom Engler*

Dr. Tom Engler reported that new additions were added to the faculty employee handbook that was not passed through Faculty Senate. An example is under the section of the News/Media it states you may not talk to the new or media without consent from the President or you could possibly be terminated. There are committees that will be reviewing this. Dr. Tom Engler asked Human Resources for a document that shows the changes that were provided. Human Resources stated that they cannot provide this as there were too many changes. This is a violation of our rights. Dr. Gary Axen stated that it is difficult to find where the line is drawn between general employees and faculty. We need to know which group of people is being addressed. The policy as it currently stands is going to the Board of Regents meeting on Friday. Dr. Dave Raymond will at the meeting and can address our concerns. However, Dr. Michael Heagy is the point person.

Dr. Richard Sonnenfeld made a motion to have the Chair ask the Board of Regents what the plan is for the presidential selection and if the Faculty Senate will be involved. Dr. Michelle Creech-Eakman seconded. Motion passes.

8. Discussion

1. Accreditation and retention - *Mary Dezember*

Dr. Mary Dezember reported that we reached 79% retention rate for fall 2014 which was the highest we have had. Data shows how it has grown steadily from 69% to 79%. We exceeded our goal. The President has a list of goals that he provides to the Board of Regents is where this goal came from. The Living Learning Communities and the Math redesign contributed to meeting this goal. The tutoring visits have grown. They are working individually with the instructors and looking how the tutoring can be beneficial to helping the student’s success in their courses.

The Student Research Symposium report was submitted. There were no findings in it. Although it is not a requirement anymore, we do need to sustain it. It will be held on April 16th where Dr. Frank Etscorn will be the keynote speaker.

What used to be the self-study is now an electronic 35,000 word Assurance Argument, a report submitted electronically with linked evidence files. The final draft should be available on the NMT website for NMT community from January 28 to February 11, 2015. It will be submitted to HLC no later than February 23, 2015. The Evaluation Team visit will be here on March 23 and 24, 2015. The customary meetings will be with the President and the division directors and Vice Presidents. Regarding the assurance process, they want to know that faculty were involved. We won't receive notice regarding the meetings until about ten days prior to the site visit. We expect a report from them sometime after their visit where we may be contacted for some follow up issues.

- 9. Adjournment.**
The meeting was adjourned at 5:25 pm.