

1-23-2007

## Faculty Senate Summarized Minutes, 1/23/2007

UNM Faculty Senate

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# FACULTY SENATE SUMMARIZED MINUTES

**2006-2007 Faculty Senate  
January 23, 2007**

The Faculty Senate meeting for January 23, 2007 was called to order at 3:10 p.m. in the Lobo Room, Student Union Building. Senate President Virginia Shipman presided.

## **1. ATTENDANCE**

**Guests Present:** Associate Vice President Terry Babbitt (Student Affairs Recruitment Services), Assistant Professor Susan Copeland (Educational Specialties), Provost Reed Dasenbrock, Associate Provost Wynn Goering, Deputy Provost Richard Holder, Assistant Professor Nancy Lopez (Sociology), Fred Nathan (THINK New Mexico), Program Manager Nicholas Spezza (Employee Health Promotion Program), Grant Taylor (THINK New Mexico), and Dean Peter White (University College)

## **2. APPROVAL OF THE AGENDA**

The agenda was approved as written.

## **3. APPROVAL OF SUMMARIZED MINUTES FOR NOVEMBER 28, 2006 MEETING**

The minutes for the November 28, 2006 meeting were approved as written.

## **4. FACULTY SENATE PRESIDENT'S REPORT**

The Faculty Senate President reported on the following:

- The update of UNM West will be given by Provost Dasenbrock at another Faculty Senate meeting. Other time-sensitive agenda items required priority.
- Faculty Senate elections have begun. Your school or college dean has been contacted to begin the election process. If your term is expiring and you wish to serve again, please contact your dean.
- The faculty senate presidents of UNM, New Mexico State University (NMSU), New Mexico Institute of Mining and Technology (NM tech), Western New Mexico University (WNMU), Eastern New Mexico University (ENMU), and New Mexico Highlands University met with Secretary of Higher Education Beverly McClure. There are many issues that are common among New Mexico's higher education state institutions. The presidents met with Secretary McClure to discuss life of faculty and to report on what is happening at their respective schools. Higher Education Legislative Initiatives are: a pay increase for faculty, facilities planning, and to eliminate the tuition credit.
- President Shipman serves on the UNM Anti-Hate Task Force. The task force is working on policies and procedures for reporting and handling hate crimes. The focus is also on education and prevention.
- The Operations Committee met with the Committee on Governance (CoG) and then with Board of Regents President Jamie Koch to discuss the university presidential search. The names will be announced on Wednesday, January 24, 2007. The Faculty Senate Operations Committee has been charged by Board of Regents (BOR) President Koch to coordinate and conduct the faculty portion of the presidential candidate interviews. There will be two interviews per candidate. One will be held on main campus and the other will be held on north campus.

- The Operations Committee is attempting to have the interviews web cast and also recorded for review by the faculty that cannot attend or listen online. President Shipman encourages as much faculty participation as possible. It has been suggested that each candidate should answer specific set questions and provide their vision for UNM. In addition, questions from individual faculty will be entertained.
- Please send questions for the candidates from you and from your constituents, peers, and colleagues to vshipman@unm.edu no later than Monday, January 29, 2007, at 4:00 p.m. The Operations Committee will review the questions and determine the standard questions that will be asked of all the candidates. Those questions will be forwarded to BOR President Koch. Faculty are encouraged to attend the interviews to ask individual and more specialized questions.

## **5. COMMITTEE RESTRUCTURING UPDATE**

President-Elect Jackie Hood gave an update on the progress from the Faculty Senate committee restructuring retreat that was held on December 6, 2006. President-Elect Hood thanked those that participated. Approximately 70 people participated of the more than 300 that were invited. Faculty, staff, students, and administrators that have served on Faculty Senate committees over the last three years were invited. The goal of the retreat was to begin work on a structure that will have an impact on faculty issues and to get more faculty involvement.

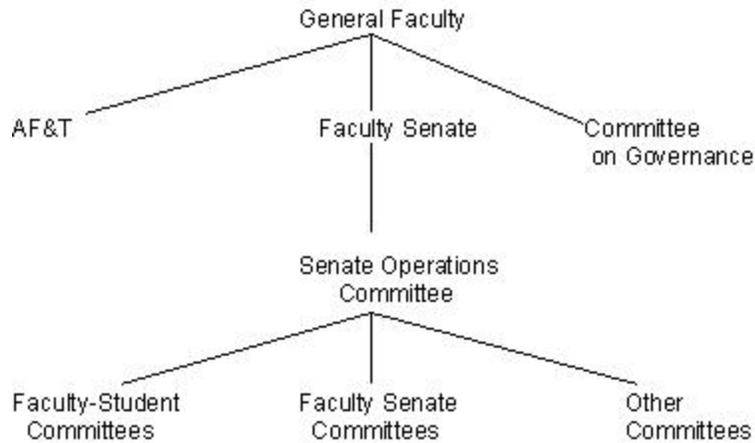
Many of the committees do not meet, many do not submit minutes and agendas, and some have been doing work that could be turned over to administrative units. Two proposed committees are a Policy Committee and a Community Engagement Committee. Any changes in the committee structure would require changes to the Faculty Handbook. President-Elect Hood will check the progress of the oversight committees. Following is the summary of the flip-charts from the retreat that was distributed to the senators:

### **Faculty Senate Retreat on Committee Structure** December 6, 2006

The Faculty Senate called a retreat on December 6, 2006 to begin discussing a Faculty Senate committee structure that would more effectively accomplish the goals and serve the needs of the Faculty Senate. Invitees included all Faculty Senate committee members over the past three years, including faculty, staff and students that served, along with the current membership of the Faculty Senate. Below is the compilation of the flip charts that emerged from the retreat.

#### **A. Review of Current Faculty Governance Structure**

The Faculty Senate acts for the entire faculty in coordinating faculty governance at the University of New Mexico. The Senate exercises the faculty's responsibilities for education, care of students, their contributions to the academic excellence of the University, and to an environment in which all members of the campus community are free to learn and communicate. The policies and procedures by which this is governed, the **Faculty Constitution** and **Faculty Senate Bylaws**, as well as personnel policies regulating sabbatical leaves, promotion, and tenure, are found in the UNM **Faculty Handbook**.



International Affairs  
 Student Conduct  
 Student Publications  
 Student Union

**B. What are the Major Areas of Oversight for Faculty?**

Six groups discussed what areas should be overseen by faculty at the University. Below are the responses from these groups.

<p><b>Group 1</b>          Curricula          Graduate          Undergraduate          Honorary Degree          BUS          Research          University Honors          General Faculty welfare</p>	<p><b>Group 2</b>          Tenure and Promotion          Community Engagement</p>	<p><b>Group 3</b>          Core Curricula          Articulation          Advisement          Allocation of resources          Mentoring of Jr. Faculty          Long Term strategies-Rio Rancho          Retention          Campus          Ethics          Tenure          Research          Scheduling</p>	<p><b>Group 5</b>          Faculty Welfare          Scholarship</p> <p><b>Group 6</b>          Curriculum          Budget          Research          Faculty Benefits          Faculty Affairs          Library          Scholarship          Community Engagement</p>
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**Group 4**  
(no information  
provided)

### **C. Proposed Structure from Operations Committee**

The Faculty Senate Operations Committee presented their ideas on committee restructuring to the participants at the retreat. Below is the structure previously discussed by the Faculty Senate Operations Committee.

#### **Faculty Senate Committee Restructuring**

##### **Curricula and Instruction**

*Admissions and  
Registration*

*Curricula  
Graduate  
Undergraduate*

*Honorary Degree  
Bachelor of University  
Studies  
University Honors  
Teaching Enhancement*

##### **Finance and Budget**

*Budget  
Computer Use  
Library  
Faculty Staff Benefits*

##### **Research and Creative Works**

*Research Allocations  
Intellectual Property  
Research Policy  
University Press*

##### **General Faculty Affairs**

*Faculty Ethics and Advisory  
Junior Faculty Mentoring  
(ad hoc)  
Deans Evaluation (ad hoc)*

##### **Student Affairs**

*International Affairs  
Student Conduct  
Student Publications  
Scholarship  
Athletic Council  
Student Union*

##### **Policy and Planning**

*Campus Planning  
Governmental Relations*

*Policy (proposed)*

##### **Community Engagement**

### **D. Brainstorming on Possible Committee Structure**

Each small group was charged with developing a list of committees that would more functional in carrying out the work necessary for the University while more powerfully representing faculty interests.

**Group 1**

**Group 2**

**Group 3**

Curricula and Instruction  
Finance and Budget  
Research and Creative  
Works

Gen Faculty Affairs  
Student Affairs  
Policy and Planning  
Community Engagement

**Group 4**

Curricula and Instruction  
Research and Creativity

Student Affairs  
Faculty Affairs  
Long-term Strategies

Curricula and Instruction  
Finance and Budget  
Research and Creative  
Works

Gen Faculty Affairs  
Student Affairs  
Policy and Planning  
Community Engagement  
Academic Services

**Group 5**

Curricula and Instruction  
Finance and Budget  
Research and Creative  
Works

Faculty Affairs  
Student Affairs  
Policy and Planning  
Community Engagement

Curricula and Instruction  
Finance and Budget

Research and Publications  
Gen Faculty and Student  
Welfare  
Community Engagement

**E. Final Headings as Voted by Retreat Participants**

Discussion of the final areas for committees started with the list below.

1. Curriculum and Instruction
2. Research
3. Faculty benefits
4. Faculty affairs
5. Library
6. Budget-

- a. compensation
- b. benefits
- c. computer use/access
- d. products
- e. contractual issues

7. Scholarship
8. Community engagement
9. Community engagement

1. C & I
2. Finance & Budget
3. Research
4. Support Services
5. Community Engagement

The full group of participants then devised one final list of committees.

Curriculum  
Instruction  
Research and Creative Works  
Faculty Affairs  
Student Affairs  
Planning and Budget  
Governance and Oversight of Policies  
Community Engagement

## **F. Committee Charges**

Each table was given the task of writing a draft charge for their area. Below are the charges that the tables developed.

### **1. Faculty Senate Curriculum Committee**

First Priority:

- Core curriculum
- Articulation policy (in general)
- Prerequisites
- New degrees (including mandates)
- Graduate/undergraduate studies
- Teaching
- Evaluation of teaching
- Advisement by faculty and staff
- Allocation of resources
- Retention and graduation (with student affairs)
- Online
- Time-to-degree

Second Priority:

- Long-term strategies
  - Rio rancho
  - Development of programs at branches
  - Expansion of campus (buildings)

Third Priority:

- Mentoring of faculty
- Tenure
- Ethics
- General faculty issues
- Other modes of delivery besides online
- Research and creativity
- Student affairs separate from instruction

### **2. Faculty Senate Committee on Instruction**

Draft charge

(Mark Emmons, Floyd Kezele, Kate Krause, Jackie Shane, Susan Romano)

Mission: Encourage and support quality teaching

Includes:

- Adapting teaching to student learning styles
- Instructional design
- Teaching skills (facilitation, directing)
- Modes of delivery
- Teaching with technology (advocacy of innovative and effective instructional computing)
- Grading
- Ethical/unethical behavior in the classroom (faculty or student)
- Training of new faculty/workshops
- Policy for education support services (computing, library, media)
- Teaching international students & other unique population groups

Other possibilities:

- Honorary degrees
- Honors students
- Teaching awards
- Teaching allocation grants

Can't be separated from Curriculum:

- Articulation among all branches / transfer issues
- Admissions
- Prerequisites
- New online courses

### **3. Faculty Senate Faculty Affairs Charge**

The Faculty Affairs Committee shall be charged with oversight and policy related to faculty mentoring and development, faculty grievances (not within scope of AF&T), faculty hiring and search procedures, and evaluation of administrators. The Committee will oversee additional matters pertaining to general faculty welfare.

Seven faculty members appointed by the Faculty Senate will serve on the Committee and one Graduate Student employed by the University and appointed by the Graduate and Professional Student Association. Members shall serve for overlapping two-year terms. No committee member will serve more than two consecutive two-year terms. The Chairperson will be elected each year by the Committee and shall be a tenured faculty member.

- Formulation of new policies that are deemed to be in the best interest of faculty
- Development and implementation of faculty policies as defined in the Faculty Constitution.

### **4. Faculty Senate Student Affairs**

- Shared Governance

- Student Activities
- Athletics
- Pubs
- SUB
- International Student Support Services
- Student Support Services
- Fraternities/Sororities
- Financial Aid
- Housing
- Scholarships
- Health Center
- Child Care
- International Student Center
- Student Conduct
- International Issues
- \* Student related issues
- Addressing student issues brought to the Senate

Senate has an interest in these activities as a whole and in having a voice in setting policy and solving problems as they arise. These are things that affect student life on and off campus.

### 5. Faculty Senate Policy Committee Charge

Suggestion: We recommend keeping the Governance committee as it stands.

Suggestion: Establish a Policy committee as a Faculty Senate Committee

In the interest of shared governance any and all policies that impact faculty of UNM must be reviewed by the Policy Committee, with the exception of those under the purview of other faculty standing committees. The Policy Committee membership must include 2 members from Governance, 1 from AF&T, 4 from Faculty Senate (none of whom are from the same department).

The charge to this committee is as follows:

- Review of the Regents' Handbook, Faculty Handbook, Constitution, Red book, and the Pathfinder
- Consult and collaborate with administrators with respect to policies in documents other than in the Faculty Handbook.
- Communication of policies across the campuses after Faculty Senate approval, full faculty approval, or as per policy history.
- Review and approve policies developed by other standing committees.

### G. Final Oversight Committee Leaders

Individuals were asked to volunteer to lead the discussion efforts for each oversight committee. Below are the individuals who volunteered to pull together interested parties to discuss the charge, structure, and operations of these committees. An agreement was reached that a progress report from each area was due on February 1.

<b>Oversight Committees</b>	
Curriculum	Floyd Kezele
Instruction	Mark Emmons

Research and Creative Works	Virginia Shipman
Faculty Affairs	Melissa Bokovoy
Student Affairs	Bill Bramble
Planning and Budget	Jackie Hood
Governance and Oversight of Policies	Melissa Bokovoy
Community Engagement	Bruce Williams

#### H. Parking Lot Issue

One issue emerged that was of interest to participants. This issue was UNM West and University expansion efforts overall. Faculty wanted a route to give input into this issue as well as other major strategic efforts of the University. However, this issue was not discussed due to a lack of time.

## CONSENT AGENDA

### 6. APPROVAL OF FORMS C FROM THE CURRICULA COMMITTEE

The following Forms C were approved by unanimous voice vote of the Faculty Senate:

- New Master of Public of Health and MD Dual Degree, *School of Medicine*
- Revision of Major in Master of Public Health, *Family and Community Medicine*
- Revision of Concentration in Master of Accounting, *Anderson Schools of Management*
- Revision of Concentration in M.S. in Manufacturing Engineering, *Mechanical Engineering*
- Revision of Manufacturing Engineering Program, *Mechanical Engineering*
- Revision of M.S. in Manufacturing Engineering, *Mechanical Engineering*
- Deletion of Concentration in MBA, *Anderson Schools of Management*
- New Associates of Fine Arts, *Taos Branch*
- New Department of Neurological Surgery, *School of Medicine*
- New Emphasis in Concentration of Radiologic Sciences, *Radiology*
- Revision of Physician Assistant Studies Program, *Family and Community Medicine*

## AGENDA TOPICS

### 7. APPROVAL OF FORM D FROM THE CURRICULA COMMITTEE

Assistant Professor Susan Copeland (Educational Specialties) presented the following Form D. The Form D was approved by unanimous voice vote of the Faculty Senate.

- New Graduate Certificate in Instruction for Students with Intensive Social, Language, and Behavioral Needs, *College of Education*

### 8. GRADUATION TASK FORCE REPORT

Provost Reed Dasenbrock introduced the Graduation Task Force Report. UNM's third semester retention rate is up ten percent while its peers are trending downward. The Freshman Academic Choices program has had a dramatic impact on retention. However, UNM's graduation rate is appalling when compared to its peers. Advising is required for freshman and declared majors, but not for the students in between. There has been \$300,000 invested in advisement and the results will take some time to be seen.

The Graduation Task Force steering committee was comprised of: Peter White, Vice Provost and Dean of University College, Co-Chair; Wynn Goering, Associate Provost for Academic Affairs, Co-Chair; Terry

Babbitt, Associate Vice President of Enrollment Management; Mark Chisholm, Director of Institutional Research; Jennifer Gomez-Chavez, Director, Title V Program; Nancy Lopez, Assistant Professor of Sociology; and Mark Ondrias, Arts and Sciences Associate Dean for Student Affairs and Professor of Chemistry. The members were each in charge of a subcommittee. The subcommittees looked at the critical factors effecting graduation rates at UNM. Each subcommittee crafted recommendations, not all of which were used in the final report.

Dean Peter White (University College) distributed the 19 page summary of the larger report. Associate Provost Wynn Goering reviewed the handout with the senate. Both the summary and the full report are available at:

[Graduation Task Force Summary](#)

[Graduation Task Force Full Report](#)

## **9. THINK NM RESOLUTION**

Fred Nathan and Grant Taylor from THINK New Mexico presented the following resolution for the Faculty Senate to consider. The THINK NM website is [www.thinknewmexico.org](http://www.thinknewmexico.org). After brief discussion, the resolution passed by a unanimous vote. There was one abstention.

### **RESOLUTION**

**WHEREAS**, the Faculty Senate exercises the faculty's responsibilities for education, care of students, their contributions to the academic excellence of the University, and to an environment in which all members of the campus community are free to learn and communicate, and

**WHEREAS**, the New Mexico Legislature created the lottery, in part, to fund a full-tuition scholarship to every deserving high school graduate at any public university or community college in New Mexico, and

**WHEREAS**, the New Mexico Higher Education Department projects the scholarship fund will face an \$18 million deficit in 2011, and

**WHEREAS**, approximately 20 cents of every dollar bet on the lottery goes to pay operating and administrative costs, the fifth highest of 43 states, according to La Fleur's 2006 World Lottery Almanac, and

**WHEREAS**, currently only about 24 cents of every dollar bet on the lottery actually go to scholarships, while eleven states have set statutory minimum percentages for beneficiaries between 30 and 35 percent (California, Delaware, Georgia, Kansas, Kentucky, Louisiana, New Jersey, North Carolina, Oklahoma, Pennsylvania and Tennessee), and

**WHEREAS**, even small states (New Hampshire, North Dakota, West Virginia and Washington D.C.) returned 30 percent or more of their lottery revenues to their beneficiaries last year, and

**WHEREAS**, the New Mexico Lottery pays online vendor GTech 8.52 percent of online sales, while comparable states pay between 2.16 percent and 5.10 percent, and

**WHEREAS**, lottery retailers receive a base commission of 6 percent of every dollar of ticket sales from the New Mexico Lottery, while most states pay their retailers 5 percent, and

**WHEREAS**, Think New Mexico proposes the "30-percent solution", by which 30 percent of lottery revenues will be statutorily dedicated to the Lottery Success Scholarship fund, and

**WHEREAS**, increasing the percentage for scholarships from 24 percent to 30 percent will produce approximately \$9 million per year, or enough for 2,500 scholarships,

**WHEREAS**, Think New Mexico proposes to add language to the current law requiring that at least one of the seven Lottery Board positions be reserved for representative(s) of the higher education community, and

**NOW THEREFORE**, the Faculty Senate of UNM does hereby endorse legislation that appropriates at least 30 percent of lottery revenues to Lottery Success Scholarships and verbiage that requires at least one Lottery Board member be from the higher education community, as recommended by Think New Mexico.

#### **10. UNM EMPLOYEE HEALTH PROMOTION PROGRAM REORGANIZATION**

Program Manager Nicholas Spezza (Employee Health Promotion Program) presented a report on the Employee Health Promotion Program rapid-redesign and the current wellness program. Faculty are invited to attend an informational meeting on UNM's "World of Wellness" rapid redesign initiative. The meeting will be held on Wednesday, January 31, 2007, from 11:30 to 12:30 p.m. in the Student Union Building Lobo Rooms A & B.

##### **Current Wellness Program**

Employee Health Promotion Program  
EHPP.UNM.EDU

##### **Healthy Weight Project**

**Biggest Loser Challenge** - helps you achieve a more optimal state of health through modification of diet, exercise and lifestyle.

Call Shelley - 272-3989.

##### **Tobacco Cessation**

**Tobacco Cessation** - FREE tobacco treatment counseling Sessions focused on individual needs. Topics of discussion include nicotine replacement therapy, formulating a good quit plan, and emotional support.

Call Mary at 277-4996.

##### **Stress Management**

**Art for health** – creativity, relaxation and productivity all go together. Stress reduction is not just a catch phrase but also a necessary part of the workweek. Participants in this program swear by its effectiveness.

**TIME OUT!** - is important for maintaining energy. The balance of work, family, finances, social activities and more causes stress in this new millennium of constant stimulation. This hands on workshop provides instruction and experience in activities that can be used daily to decrease stress.

Call Eli at 272-4460.

##### **Exercise**

**Fitness classes** – Yoga, Pilates, Circuit training and more. Exercise improves the functioning of your immune system, helps you to lose weight, helps you to incur fewer medical and health-care expenses and so much more.

**Personal trainers** - to help you with your individual goals.

**Discounted memberships** - to local gyms are available.

Call Cheri at 277-3116.

### **Physiologic Testing**

**Fitness testing** – UNM has one of the most advanced exercise physiology laboratories in the state. Get a handle on your current level of health and fitness, as well as assist you in taking the next most appropriate steps towards maintaining or improving your health and wellness.

**Lipid and Glucose testing** - Lipid testing includes total cholesterol, HDL cholesterol, LDL cholesterol and triglycerides. The fee is \$15 for lipid test and \$10 for the glucose test. Johnson Center, Room B143, 7am - 8:30 am on the first Thursday of each month, on a walk-in basis.

Call Christine at 277-2658.

### **Nutrition Services**

**Nutrition Consultations** - You may have an individual or small group nutrition consult with the dietitian for any nutrition related issue or concern. They can also be scheduled to follow-up a fitness assessment, lipid or glucose testing, or personalized workouts. Weight management support is also available.

**Dietary Analysis** - can help determine if you are meeting your dietary goal and nutritional requirements.

Call Shelley at 272-3989.

### **Presentations/Consultation**

**Worksite wellness** – our expert staff provides interactive classes and programming on an expansive list of health, nutrition and fitness topics.

**Consulting** - We can work with you to perform needs assessments and development of department specific programming.

Call Nicholas at 272-3710.

### **Life Support**

**AED** - Automated External Defibrillators are the machines, we may all have seen on T.V., which provide life saving electric shock to a heart that is in trouble. EHPP oversees this program and trains employees in many key areas on campus in this crucial life saving technology.

**CPR/First Aid** – These courses teach the knowledge and skills necessary to recognize and provide basic first aid care for breathing and cardiac emergencies until advanced medical personnel arrive.

Call Erin at 277-5715.

## **11. NEW BUSINESS**

No new business was raised.

**12. ADJOURNMENT**

The meeting adjourned at 5:15 p.m.

Respectfully submitted,

Rick Holmes  
Office of the Secretary