

NEW MEXICO INSTITUTE OF MINING AND TECHNOLOGY

FACULTY SENATE MEETING

Tuesday, December 4, 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 4:03 pm with a call for approval of the November 6, 2018 minutes. Dr. Michelle Creech-Eakman moved to approve, seconded by Dr. Anwar Hossain. Motion passed.

2. Announcements

a. Jingle Jam & Holiday Party– *Lisa Majkowski*

Lisa announced that the second annual Jingle Jam will start tonight at 5:30 pm in the Fidel atrium. There will be caroling around campus. At 6:30 pm there will be a tree lighting ceremony where hot chocolate and cookies will be provided, followed by fireworks.

Lisa announced that there are some new changes this year for the Holiday Party. They will be adding a live band and door prizes will be sent via text message if you won. It will be held on Friday, December 14 in Fidel.

b. Thesis Boot Camp – *Steve Simpson*

Dr. Simpson reminded faculty that it is time to register for this year's thesis and dissertation boot camp. This will be held the week right before the spring semester. It will be held in the Library once again.

c. Model Shop Courses – *Richard Sonnenfeld*

Dr. Sonnenfeld stated that Physics has long had a model shop course. Due to high demand to use the machines, there are now twelve spots available for this course instead of six.

d. Electronic Evaluations – *Michelle Creech-Eakman/Peter Mozley*

Dr. Mozley stated that we are transitioning to the electronic evaluations. The new online method worked well this summer and we had a good response rate. However, we are working with more students this Fall semester so there have been some questions that they are working to address.

The survey period caused some issues this semester. The current process has been to hold a one week period for the paper evaluations; however, it is best practice to hold a two week period for the online evaluations. Currently, the two week period will end Wednesday, December 11th during finals week which has resulted in some concerns. There have been objections as some faculty do not want students to work on their evaluations after they have taken

their final exams. The plan is to stick with it for this semester and in the future, have the survey window end prior to finals week.

Dr. Creech-Eakman stated that as of today, 52.4% of the classes had completed evaluations. She encouraged faculty to remind students to do this online.

e. Higher Education Transition Team - *Tom Engler*

President Wells stated that there is a Higher Education Transition Team with Governor Carruthers as the Chair. There are two teams; one is focused on higher education institutions and one on governance. The CUP is meeting with those two teams tomorrow to discuss our priorities. There are also various groups from our campus that are also going to meet with the Governor.

Dr. Engler stated that tomorrow he will represent the faculty and Elaine DeBrine-Howell will represent professional staff to the institution transition team. His role is to give feedback to this team. He asked for some feedback from this body regarding Higher Ed. Some ideas provided were:

- Selection process for the Board of Regents.
- Changing the Lottery scholarship back to 12 units.
- Increase funding for graduate teaching assistantships.
- With the transitions to common course numbers and Gen Eds, there needs to be more flexibility for universities as the process goes on.
- Move in a direction that better facilitates dual credit participation.

3. Senate Committee Reports

a. Academic Freedom and Tenure – *Mike Heagy*

Dr. Heagy stated that the goal of this committee was to review, update and approve an entire updated policy and procedure for appointment to promotion and tenure.

Previously Section II Policy for hiring faculty with tenure has been approved at the April 2018 Faculty Senate meeting. We also have approved the criteria for tenure, so the procedure section is what we will be discussing today.

Dr. Heagy discussed and highlighted several sections under Part E – Final Tenure Review:

Part 3 Internal Review was added.

This involves letters from the tenured faculty as well as the campus will be invited. These are letters for internal review, but the committee is still excluding letters solicited by the candidate.

Friendly amendment made was that the candidate can ask for letters but that they can't be collected by the candidate. Amendment was included and approved.

Part 4 External Review

From the previous meeting, the committee made some clarifications:

- Typically the requested review letters go to tenured faculty only. The committee added research staff and other professionals within this criteria.
- The last sentence states that the collected letters will include at least four outside reviewers.
- The committee chair needs to inform outside reviewers of the criteria and procedure for evaluating candidates.

Part 5 Committee Recommendation

Committee will meet with candidate before submitting the final recommendation by Dec. 15.

Friendly amendment was made to change the date from December 15 to January 15 for when the department chairs submit to the Vice President for Academic Affairs. Amendment was included and approved.

Dr. Heagy moved to approve the entire policy. Motion passed unanimously.

4. Council of Chairs Report – Doug Wells

a. Earth & Environmental Sciences

Dr. Spinelli discussed two changes. The first proposed change is that the minor in Geobiology currently lists an option for a course (ERTH 103L) that no longer exists and has been removed.

Motion moved and approved.

Dr. Spinelli proposed to change language in the catalog for what courses need to be taken for a letter grade for undergraduate degrees.

Motion moved and approved.

b. Biology

Dr. Rogelj discussed the Biology catalog changes. There was a major clean-up for undergraduate changes.

Motion was moved and approved.

c. Mathematics

Dr. Hossain discussed changes for the Mathematics catalog. He proposed to add CSE 107 under the Introduction to Computer Science for the 2019 – 2020 catalog. He also proposed adding an additional statement to the electives outside mathematics.

Motion moved and approved.

d. Electrical Engineering

Dr. Aly El-Osery discussed the electrical engineering catalog changes. He proposed a complete curricular revamp.

Motion moved and approved.

Suggestion was made to have English 111 moved from the spring semester to the fall semester in the sample curriculum.

6. Old Business

7. New Business

a. Dead Week & day before Thanksgiving – *Doug Wells*

Dr. Wells stated that we have a five year academic calendar. We recently voted to move our spring break this year to align with the local school district. Dr. Wells would like to continue this and map out the next five years so that we can continue to work with the local school district.

Dr. Wells stated that we have classes on Wednesday before Thanksgiving. There have been some requests that we not hold classes on Wednesday so that students can use this as a travel day. There was also some opposition to this.

Dr. Engler proposed forming a Calendar Committee to discuss dead week timing, our calendar with school district, spring break, and Thanksgiving. Dr. Bill Stone will chair along with Samantha Nelson, Kevin Wedeward, Elaine DeBrine-Howell and an undergraduate and graduate student representative.

b. Academic Catalog Policies (eliminating cross talk with other policies) – *Doug Wells*

Dr. Wells stated that we have policies that are created by this body and then they migrate to other policies, and because there is no coupling the two policies evolve separately. Additionally, some of the language in these

policies is not verbatim from what was approved. Dr. Wells would like to fix this and then will bring it back to this body.

c. Revised Course Evaluation Policy - *Michelle Creech-Eakman/Peter Mozley*

Dr. Mozley stated that the current policy is out of date as it focuses on paper evaluations and needs to be revised. The plan is to have the committee continue to work on this policy as there will be further revision as we work things out. However, Dr. Mozley would like to vote on this policy today as our current policy is out of date.

Dr. Mozley made some changes to the currently policy. He removed the wording of paper files. He added a section indicating that instructors may add course specific questions. Faculty can come up with less than three questions related to their course contact. Also, Dr. Mozley added that these evaluations will be made available during the last two weeks for classes.

Several friendly amendments were made:

- Change during intersession courses, the forms should be made available the last two days of class.
- Add after each teaching instructor “including teaching assistants” as appropriate.
- Add tenure & promotion committee will also be given the summary information as part of the general evaluation of courses and performances.

Peter moved to accept these changes to the policy, seconded by Dr. Sonnenfeld. Quorum was no longer reached and unable to vote.

8. Discussion

9. Adjournment

By unanimous decision, the faculty senate adjourned at 5:29 pm.