



THE UNIVERSITY OF NEW MEXICO—GALLUP CAMPUS

200 COLLEGE ROAD ■ GALLUP, NEW MEXICO 87301 ■ TELEPHONE 505: 722-7221

Feb 1991

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MINUTES OF THE FACULTY SENATE MEETING

Friday, February 15, 1991

- I. The meeting was opened by Jane Bruker at 1:45 p.m. Jane Bruker asked for a motion to make revisions in the agenda prepared by the Operations Committee on Friday, February 8, 1991. Pat Peters made the motion. The motion was seconded by Jack Crowl. The motion carried. Section VI, New Business, Item E, "Cross Training of Staff-"Musical Chairs" in Student Services" and a faculty retreat report given by Tony Gioia was moved up on the agenda.

Jack Crowl introduced Tony Gioia. Mr. Gioia addressed the faculty senate on the topic of the faculty retreat to be held in Durango, CO at Tamarron Resort from April 5-7. Mr. Gioia explained the "Preliminary Workshop Agenda" and summarized things to do and see in the Durrango area.

- II. Jane Bruker asked for the approval of the minutes from the January Faculty Senate Meeting. Ralph Casebolt made the motion to accept the minutes. The motion was seconded. The motion carried.

Jane Bruker asked Dr. Phillips to address the Faculty Senate concerning the issue of "musical chairs" in Student Services. Dr. Phillips proceeded to explain the organizational structure of the future Student Services Dept. at UNM-Gallup. Dr. Phillips informed the Faculty Senate he had indeed worked with Tom Ray in planning the new changes.

Dr. Phillips explained that he had visited Phoenix College in Albuquerque and had been impressed with the attention given to students as they walked in the doors of Phoenix College. Dr. Phillips further stated that Phoenix College charges a much higher tuition per credit hour than UNM, yet Phoenix College had witnessed continued uphill increases in enrollment. Dr. Phillips seemed to believe a well-trained staff was partly responsible for the success of Phoenix College.

Dr. Phillips stated that most of the students at UNM-Gallup are first generation college students. Our students need the services of a trained staff of "professionals" and "technitions." Dr. Phillips defined the "professionals" as Student Services specialists who are the experts capable of working with any student positively. These trained employees should enjoy working with all students and be capable of seeing them through any situation handled by Student Services. Technitions would be available "to balance the work load."

Rosemary Blanchard mentioned that two-thirds of the students in her area are not listed as students in her programs. Dr. Phillips promised to get with Tom Ray concerning the issue.

Harry ^{Sheski} ~~Sheski~~ wanted to know what was considered a work load for each professional. He also wanted to know what kind of background would be required in order to work with financial aids; particularly tribal scholarships.

Priscilla Smith felt the turnover in Student Services would probably become great. She felt each "professional" and "technition" would be required to know too much. *have more responsibilities and knowledge have to be the personal adviser for their*
... This in turn would require

more in 4:11. *more*
a service which has been done efficiently
by Student Service Dept.

Beth Miller wanted to know "Why are we doing this? Is the purpose of doing this solely to reorganize student services? If everyone has the same job description, who can be pinned down and who has the final say or authority?"

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Priscilla Smith wanted to know if the Student Services personnel would receive new job descriptions.

Chuck Current made a motion to table the issue until a later date. The motion was seconded. The motion carried.

III. Reports of Standing Committees:

- A. Operations Committee (met and prepared the agenda on February 8)
- B. Curricula Committee (written report)
- C. Library Committee (written report)
- D. Ethics & Advisory Committee (written report) No discussion was held on the subject of rank and tenure and forming a subcommittee as proposed at the Operations Committee meeting.)
- E. Student Affairs Committee-Harry Sheche requested that the Faculty Senate show their support by encourageing everyone to make their presence known when special speakers arrive on campus to address the students. Jane Bruker introduced Marilyn Hurst, a representative of the Student Senate.
- F. Long-Range Planning & Resources Committee (no report)
- G. Constitution & Bylaws Committee (no report)
- H. Budget Review Committee (no report) Jane Bruker requested nominations to replace Toni Root who resigned at the end of December as a member of the Budget Review Committee. Jane suggested the committee consider functioning in a different manner than the committee has in the past. Jane suggested the committee be given the right to ask pertinent questions, then report back to the Faculty Senate.

Jim Dawson made a motion that the issue be tabled until a further date. The motion was seconded. The motion carried.

IV. Report of Ad Hoc Committees and Other Assignments:

- A. Administrative Council (written report) Ralph Casebolt reported on the survey of late registration (written report)
- B. Main Campus Faculty Senate - Jim Dawson reported on Senate Bill 83. He suggested the Senate members consider calling their representatives and talking to them concerning the passage of the bill which deals with the issue of retirement. The formula to figure retirement could increase from 2.15% to 2.35% with the bill's passage.

Jim reported that only two faculty members are on the Planning Process Committee at main campus. There is no branch campus representation on the Committee. (written report)

Jim reported on the new graduation regalia. Jim was reelected senator.

- C. Main Campus Library Committee (no report)
- D. Main Campus Undergraduate Committee (no report)
- E. Main Campus Curriculum Committee (written report)

- F. Main Campus Long-Range Planning Committee (no report)
- G. Main Campus Community Education Committee (written report) Jane Bruker reported that someone would be needed to replace Altha Crouch at the end of the year.
- H. Ad Hoc Committee on Faculty/Staff Development Fund (written report)
- I. Ad Hoc Committee on Merit Jim Dawson reported that merit would be based on the same plan as last year.
- J. Ad Hoc Committee to Establish Guidelines for Release Time for Grant Writing (written report)
- K. Ad Hoc Committee on Honors Program (written report)
- L. Ad Hoc Committee on Faculty Retreat (see the above)

V. Old Business:

- A. Faculty Handbook - "It's alive!"
- B. Grant Writing Jane Bruker would like to see grant writing across the curriculum

VI. New Business:

- A. Budget-Future Retreat Money Priscilla Smith suggested considering a "line item" budget *to support the work session*.
- B. Transfer of grades Priscilla Smith spoke on accepting D's *from a native* institution. ** as* She further stated that each department might consider to accept or not to accept *the prerogative of the department chair*.
- C. Resolution to support a "Speaker Proposal for Students" Harry Sheche encouraged the faculty to support attendance and push for such when speakers are announced to be on campus.
- D. Availability of Space A motion was made to conduct a study on the misuse of space for community activities which interfere with regularly scheduled classes on this campus. The motion was seconded. The motion carried.
- E. Cross Training of Staff (see the above)

VII. Other:

Dr. Phillips requested the Faculty Senate consider calling our senators and representatives to ask for support for Senate Memorial 13. The proposal would place emphasis on the need for 300 and 400 level courses on campus.

Priscilla Smith made a motion to adjourn the meeting. Harry Sheche seconded the motion. The motion carried.



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Agenda March

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UNM-GALLUP FACULTY SENATE
A G E N D A

March 15, 1991
1:00 p.m.
Gurley Hall 1110, Lecture

- I. Call to Order
- II. Approval of Minutes from February Faculty Senate Meeting
- III. Report of Standing Committees
 - A. Operations Committee
 - B. Curricula Committee - *Finalized - Apr 9-11th*
 - C. Library Committee
 - D. Ethics & Advisory Committee
 - E. Student Affairs Committee
 - F. Long Range Planning & Resources Committee
 - G. Constitution and By-Laws Committee —
 - H. Budget Review Committee
- IV. Report of Ad Hoc Committees and Other Assignments
 - A. Administrative Council
 - B. Main Campus Faculty Senate
 - C. Main Campus Library Committee
 - D. Main Campus Undergraduate Committee
 - E. Main Campus Curriculum Committee
 - F. Main Campus Long-Range Planning Committee
 - G. Main Campus Community Education Committee
 - H. Ad Hoc Committee on Faculty/Staff Development Fund
 - I. Ad Hoc Committee on Merit
 - J. Ad Hoc Committee to Establish Guideline for Release Time for Grant Writing
 - K. Ad Hoc Committee on Honors Program
 - L. Ad Hoc Committee on Faculty Retreat
- V. Old Business
 - A. Cross Training of Staff—"Musical Chairs" in Student Services
 - * B. Availability of Space
- VI. New Business
 - A. New UNM Catalog's Progress
 - B. Grant Officer
 - C. C.P.101 Campus-Wide Requirement (*"Computer competency for job entry"*)
 - D. Nominating Committee

Student Interest —

AN EQUAL OPPORTUNITY INSTITUTION

MINUTES OF THE FACULTY SENATE MEETING

University of New Mexico - Gallup Branch

March 15, 1991

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- I. The meeting was opened at 1:00 p.m. by Jane Bruker. Ms. Bruker introduced the special speaker, Ms. Carol Simonson. Ms. Simonson spoke to those in attendance on the subject of "caring" which was part of Ms. Simonson's doctoral research using the UNM-Gallup Nursing students and faculty.
- II. A motion was made to accept the minutes. The motion was seconded. All were in favor of accepting the minutes.
- III. Reports of Standing Committees:

Altha Crouch requested the agenda be changed. Altha wanted the Nominating Committee report listed on the agenda under "new business" moved up on the agenda as she needed to be in Albuquerque by 5:00 p.m. Jane Bruker moved the Nominating Committee report up to the end of the reports of standing committees.

A. Operations Committee: (agenda)

The committee met on Friday, March 8 to prepare an agenda for the Faculty Senate Meeting to be held on Friday, March 15.

B. Curricula Committee: (written report)

Ralph Casebolt also reported to the Faculty Senate of the need to submit any revisions to the UNM-Gallup catalog now since any revisions must go through proper channels. Any new changes in the catalog will almost have to go through the committee on April 4 if those changes are to be approved and included in the new catalog.

C. Library Committee: (no report)

D. Ethics and Advisory Committee: (written report)

E. Student Affairs Committee: (no report)

The next meeting will be Thursday, March 21, in the Student Services Conference Room. The meeting will start at 8:30 a.m.

Karen Dodson presented a resolution from the UNM-Gallup Student Senate of which Harry Sheski was not aware. The resolution proposed fall break be held after midterms without regard to the main-campus fall break. The resolution was submitted by the Student Senate who "represent the student body." A motion was made to move the issue of fall break down to new business. The motion was seconded and passed.

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- G. Main Campus Community Education Committee: (written report)
- H. Ad Hoc Committee on Faculty/Staff Development Fund: (written report)
- I. Ad Hoc Committee on Merit: (no report)
- J. Ad Hoc Committee to Establish Guidelines for Release Time for Grant Writing: (no report)

Jack Crowl reported that there seemed to be interest on this campus in the area of grant writing. He stated that an "officer" on this campus might be a possible solution. This would be an attempt to do something without taking away from full-time personnel already operating on a full schedule.

- K. Ad Hoc Committee on Honors Program: (written report)
- L. Ad Hoc Committee on Faculty Retreat: (written report)

V. Old Business:

A. Cross Training of the Student Services Staff-"Musical Chairs"

Dr. Phillips reported that a resolution for circulation to the Faculty Senate was being developed but was not in final form. Ralph Casebolt questioned Dr. Phillips as to why the presentation to the Faculty Senate meeting in February was different than the presentation at other meetings. Dr. Phillips reported that such was not his intention. Dr. Phillips reported that he wants the new plan in operation in the fall of '91. Dr. Phillips believes that we can "make changes as they become necessary." He feels the idea of changing Student Services in consistent and was requested from the board to put the plan in action.

B. Availability of Space

Gloria Dyc proposed a resolution that the regularly-scheduled classes be given consideration of the availability of space before being booted out by community activities. Karen Dodson seconded the motion. All were in favor of the resolution.

VI. New Business:

- A. The New UNM-Gallup Catalog's Progress- Karen Dodson reemphasized the importance of submitting any necessary changes by the April 4 deadline. She further pointed out that no other changes could be made for two years.
- B. Grant Officer (already addressed)
- C. CP 101 as a Campus-wide Requirement- Beth Miller said she would think there would be support for the idea since most colleges have such a requirement already in effect.



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FACULTY SENATE MEETING

Friday, April 19, 1991

- I. The meeting was called to order by Jane Bruker at 1:30 p.m. A motion was made to change the agenda. The motion was seconded. The agenda was changed to allow for a special speaker from main campus on the subject of a "core curriculum."

II. Reports of Standing Committees:

A. Operations Committee: (written agenda)

The Operations Committee met and prepared an agenda.

B. Curricula Committee: (written report)

Ralph Casebolt announced a special meeting of the committee for April 25 at 2:30 p.m. for the purpose of making changes in one of Rosemary Blanchard's many degrees and certificates.

Dr. Davis, a speaker from main campus serving on the Ad Hoc Committee for a Core Curriculum, spoke to the local Faculty Senate. Dr. Davis addressed several questions.

"Should there be a "Core Curriculum?" "Why?" "Who decides what the core classes should be and from which disciplines?"

Dr. Davis gave the following reasons "why" a need for a core curriculum exists:

1. A core curriculum would create dialogue between various institutions.
2. A core curriculum would create dialogue between the various schools at main campus.
3. The core would make a statement by the faculty as to what is considered important with an academic component at the center of the UNM course frame.
4. Would make the transfer of credits between other institutions and the branches clearer.

(A handout illustrating the core curriculum and the tape of Dr. Davis' will be available in the Zollinger Library.)

A motion was made and seconded to further discuss the "core curriculum" on Friday, April 26, at 1:00 p.m. All present were in favor of the motion.

C. Library Committee: (no report)

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Jim Dawson announced that merit would not apply to any individual who did not notify the proper department chairperson. Any individual not choosing to apply for merit must also decline merit consideration in writing.

Jane Bruker stated that the merit committee does deserve a lot of credit.

J. Ad Hoc Committee to Establish Guidelines for Grant Writing: (no report)

K. Ad Hoc Committee on Honors Program: (letter)

L. Ad Hoc Committee on Faculty Retreat: (written report)

A motion was made to accept the reports of ad hoc committees and special assignments. The motion was seconded. All were in favor of accepting the reports.

IV. Old Business:

A. "Musical Chairs" Survey Results: (written report)

47 survey sheets were distributed/32 of which responded to the survey. (68 percent of the full-time faculty participated in the survey.) Of the 68 percent participating, 11 supported "musical chairs," 20 were not in favor of the idea, and one person had no opinion. (34 percent supported the idea; 63 percent were not in favor of the idea; and one person held no opinion.) A motion was made to present the results of the survey to the advisory board at the next scheduled meeting of the board. A motion was made, seconded, and all present were in favor.

V. New Business:

A. Evening Administrator:

Chuck Current "brought up" the idea at the Administrative Council meeting. Chuck was asked to describe what was presented at that meeting. He stated that many problems arise during the evening and there is no one individual on campus to be responsible for such problems. The campus has increased in numbers to the point where an evening administrator is necessary.

The need for an evening administrator raised several questions. Does the campus need to create another position? Should the current administrators work on a rotation basis at no additional cost to the campus? Should the current administrators work staggered hours similar to the Business Technology employees or the Zolinger Library staff?

Jim Dawson made a motion to request an evening administrator. The motion was seconded. There were two nay votes. All other faculty members present were in favor. (There was not a quorum at the time of this vote.)

VI. Other:

A. Tom Ray presented next year's calendar. (see Tom for a copy).