

FACULTY SENATE AGENDA  
September 18, 1992  
12:30 p.m. - 2:30 p.m.  
Gurley Hall 1110, Lecture Room

- I. CALL TO ORDER
- II. GENERAL COMMENTS - PRISCILLA SMITH
- III. APPROVAL OF THE MINUTES, MAY 1, 1992 MEETING.
- IV. REPORTS OF STANDING COMMITTEES:
  - A. Operations Committee (agenda)
  - B. Curricula Committee
  - C. Library Committee
  - D. Ethics & Advisory Committee
  - E. Student Affairs Committee
  - F. Long-Range Planning & Resources Committee
  - G. Constitution & Bylaws Committee
  - H. Budget Review Committee
  - I. Merit Committee
- V. REPORTS OF AD HOC COMMITTEES AND OTHER ASSIGNMENTS:

- A. Administrative Council - *discontinue*
- B. Main Campus Faculty Senate
- C. Main Campus Library Committee
- D. Main Campus Undergraduate Committee
- F. Main Campus Long-Range Planning Committee
- G. Main Campus Community Education Committee - *written*
- H. Ad Hoc Committee on Faculty/Staff Dev. Fund
- I. Main Campus Core Curriculum Committee
- J. Ad Hoc Committee on Honors Program - *eliminated*
- K. Ad Hoc Committee on Faculty Handbook

*budget distribute  
ASFA \$5,000  
to be used  
for class  
taking out  
(college level)*

*last yr  
Jan/Feb*

VI. OLD BUSINESS:

VII. NEW BUSINESS:

- A. Committee Assignments (Report From Nominations Committee)
- B. New Mexico Faculty Association of Community Colleges Annual Meeting (Sept. 12) Report - Beth Miller
- C. Collective Bargaining - Al Avila
- D. Other - *College Caf is to be reprinted*

*possibly be  
used for  
dependents  
waiting for  
college  
drop note  
to ASFA*

VIII. CLOSED SESSION - SENATORS ONLY!  
request by Jim Dawson

*it must be  
by 10/1/92  
it gets out  
in the 1993*

*Alpha Council  
is to draft  
document -  
for guidelines,  
etc. to allow  
this*

*Core  
Curric*

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UNM-Gallup Faculty Senate Meeting  
MINUTES  
September 18, 1992

- I. The meeting was called to order by Priscilla Smith at 12:35 P.M.
- II. Announcements (Priscilla Smith)
  - A. Memos received by Helen Fitton and Rosemary Blanchard indicating they had other duties and would not be in attendance.
  - B. A request for a closed session after the regularly scheduled meeting in not in violation of rules and regulations governing this body since we (the Senate) is not a public policy making body. A request was made for the faculty to accept the agenda with the understanding that the Senate vote at the end of the regular meeting to possibly go into a closed session to discuss pertinent personnel issues. A motion was made and seconded. The motion passed unanimously.
  - C. Advisory Board meeting (local governing board of UNM-G) meeting: (1) Requested that the Board be pulled on the concept of "in-house promotion". Only Ruby Wolfe indicated she would not be in favor of it; (2) Search committee procedures - new process is being developed by main campus which will hopefully improve this long process; (3) Collective bargaining issue - Dr. Phillips will write letter to main campus regarding local Board's role; (4) House Memorial #59 - Funding formula study for 2-yr. institutions. San Juan College and NM Jr. College (both private colleges) will be going under formula funding; the cost being about \$3 million from the state; (5) Focus visit for UNM by CHE - interest should be on how financial decisions are made; the document is available; (6) Core curriculum - concept adopted last year; College of Arts and Sciences at UNM-Albuquerque is spearheading the opposition to the plan. The UNM-Gallup branch has been given a mandate to speak out on this issue.
- III. Minutes of the May 1, 1992 meeting were approved as submitted.
- IV. Reports of the Standing Committees
  - A. Operations Committee - met on August 28, 1992 to set agenda.
  - B. Curricula Committee - written report.
  - C. Library Committee - no report.
  - D. Ethics and Advisory Committee - no report.
  - E. Student Affairs Committee - written report.

- F. Long-Range Planning and Resources Committee - Rick Krouth reported that the committee needed more help, more members, and more input from the faculty, a long-range planning committee member from main campus, administration, etc. Also stressed was the need to look at the committee as being long-range, not dealing with short-term problems.
  - G. Constitution and By-Laws Committee - written report.
  - H. Merit Committee - Priscilla Smith reported on evaluation instrument (distributed) for members to examine and make recommendations at the next faculty meeting.
- V. Reports of Ad Hoc Committees and Other Assignments
- A. Administrative Council - C. Current will distribute copies of official minutes when received from Kathy Johnson.
  - B. Main Campus Faculty Senate - Beth Miller reported that she and Jim Dawson attended a meeting on September 8 - reported on an update of university happenings from President Peck; from the agenda, the subject of the Core Curriculum was a major topic. This report was followed by a discussion of the core curriculum by the UNM-G Faculty Senate. Our representatives at the UNM-A Senate need to have a mandate as to how to vote in regards to this issue.
  - C. Main Campus Library Committee - no report.
  - D. Main Campus Undergraduate Committee - no report.
  - E. Main Campus Long-Range Planning Committee - no report.
  - F. Main Campus Community Education Committee - written report.
  - G. Ad Hoc Committee on Faculty/Staff Development Fund - Altha Crouch indicated monies previously put in this fund have largely been put in departmental funds, but \$5000 has been put in this fund to assist faculty and staff taking classes. Discussion of the possibility of using some of these funds for dependents to attend university classes was discussed. Altha Crouch will draft guidelines to submit to Dr. Phillips to address the possible implementation of such a plan.
  - H. Ad Hoc Committee on Faculty, Handbook - Mike Volz has submitted the materials his committee has put together on this project. Members of the Operations Committee (Beth Miller, Jane Bruker, and Priscilla Smith) have also worked on this document. C. Current recommended that the materials submitted by Dr. H. DeBruin, and Mike Volz be incorporated into the on-going document being developed by the Operations Committee and that the Ad Hoc

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Committee be dissolved.

- I. Main Campus Core Curriculum Committee - no report.
- J. Ad Hoc Committee on Honors Program - clarified that the committee was dissolved last spring.

VI. Old Business  
None

VII. New Business

- A. Committee Assignments (Report from Nominations Committee) - list distributed; discussion centered on situation of two members from the same department serving on the Curriculum Committee and the situation (previously discussed) of the Long-Range Planning and Resources Committee. A motion was made by Altha Crouch to accept the committee report but to add on non-faculty members to the list and to change Toni Root's departmental designation on the Curriculum Committee from Business Tech to Honors. Seconded by Jane Bruker. Motion passed.
- B. New Mexico Faculty Association of Community Colleges Annual Meeting of September 12 - report by Beth Miller - under 20 in attendance but several colleges were represented. Pat Duvall and Priscilla Smith were elected as officers. Donald Green was elected President. Two main speakers made presentations - Juan Candelaria from UNM-A spoke on the Americans with Disabilities Act and Tom Griego, an Albuquerque attorney, who talked about collective bargaining. He indicated that the governor has appointed a 3-member board to write rules and regulations at the state level. April 15, 1993 is when this law will become viable but will not go into effect until September 14th.
- C. Collective Bargaining - report by Al Avila based on a workshop attended last summer. Regarding the law (1) no provisions for binding arbitration, (2) does allow for full disclosure (i.e., monies available) of all resources through petitioning of other State Labor Board.  
Other points: (1) must have 30% of all possible members to establish a bargaining unit; (2) could affiliate with a national organization or be autonomous - but would need a legal attainer; (3) we do not have to be a part of any collective bargaining unit; (4) each entity on campus (faculty, secretaries, maintenance, etc.) would have to be a separate bargaining unit.  
Discussion followed.
- D. Don Raney made a motion to have the Constitution and By-Laws Committee to review the Long-Range Planning Committee and to add additional representation including a Main Campus Senate

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representative and an administrator. Also, the Constitution and By-Laws Committee should explore the possibility of the Senate forming an Ad Hoc Committee for short-range planning. Jane Bruker seconded the motion. Motion passed.

- E. Jim Dawson made a motion to charge the Curriculum Committee to look into the Core Curriculum concept and to formulate a summary and guidelines as to how we will approach the issue, and to make recommendations we will give to our representatives to the Faculty Senate in Albuquerque. Motion seconded. Motion passed.
- F. A motion was made by Karen Dodson and seconded by Don Raney to dissolve the Ad Hoc Committee on the Faculty Handbook and ask the Operations Committee to continue their endeavor to draft the Faculty Handbook. Motion passed.
- G. Enrollment update - Tom Ray reported that there is an 8% head count increase from 2359 in the Fall of 1991 to 2564 this fall; there is an almost 10% increase in credit hours from last year. Tom will send out a written report in the near future. Also, parking situations were discussed.
- H. Mike Woal made a motion that the October meeting be changed from October 16 to October 23 due to the fall break. Motion seconded by Don Raney. Discussion followed. Motion passed.
- I. Don Raney made a motion to close the regular faculty meeting and go to a closed session with only Senators present. Harry Sheski seconded the motion. The motion passed unanimously.

Adjournment at 2:14 P.M.

Closed Session - no minutes recorded. Session concluded at 2:40 P.M.

FACULTY SENATE AGENDA  
October 23, 1992  
12:30 PM - 2:30 PM  
Gurley Hall 1110, Lecture Room

- I. CALL TO ORDER
- II. OPENING COMMENTS - Pat Duval
- III. APPROVAL OF THE MINUTES, September 18, 1992
- IV. GENERAL REPORTS/UPDATES
  - A. John Phillips
  - B. Tom Ray
  - C. Bill Hockensmith
- V. REPORTS OF STANDING COMMITTEES:
  - A. Operations Committee (agenda)
  - B. Curricula Committee
  - C. Library Committee
  - D. Ethics & Advisory Committee
  - E. Student Affairs Committee
  - F. Long-Range Planning & Resources Committee
  - G. Constitution & Bylaws Committee
  - H. Budget Review Committee
  - I. Merit Committee
- VI. REPORTS 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 Long-Range Planning Committee
  - F. Main Campus Community Education Committee
  - G. Ad Hoc Committee on Faculty/Senate Dev. Funds
  - H. Main Campus Core Curriculum Committee
- VII. OLD BUSINESS
  - A. Collective Bargaining - Al Avila & Carol Milligan
  - B. Merit Committee Evaluation Plan
  - C. Faculty Handbook
  - D. Committee Assignments
- VIII. NEW BUSINESS
  - A. Improving Communications with Main Campus  
- Jane Bruker
  - B. Other
- IX. MISCELLANEOUS ANNOUNCEMENTS, ETC.

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UNM-Gallup Faculty Senate Meeting  
MINUTES  
October 23, 1992

- I. The meeting was called to order by Pat Duval at 12:40 P.M.
- II. Opening Remarks  
Pat Duval deferred to Jane Bruker who commented about communications problems with main campus (Note: This item was scheduled in the agenda under New Business).
- III. Approval of the Minutes of September 18, 1992.  
Chuck Current indicated one omission - The Budget Review Committee did submit a written report. This should be added to the minutes. Jim Dawson moved that the Minutes, with the addition mentioned, be approved. Sally Vink seconded the motion. Motion passed.
- IV. General Reports/Updates
  - A. John Phillips - It was reported that Dr. Phillips was off-campus. Dr. Hank DeBruin reported for him. Items of note included: (1) The construction of the new Child Care Center has been started; (2) Renovation of Lions Hall will begin in December; (3) The CHE has placed the UNM-Gallup computer classroom and Lecture Hall as number nine on their capital outlay recommendation list. Questions regarding decisions related to new buildings, space, etc., were brought up and discussed.
  - B. Tom Ray - reminded faculty of date schedules for spring semester is due (Oct. 26), deadline to drop students (end of 12th week), date when final schedules are due to go to the printer (Monday after Thanksgiving), and spring break (April 5-11, 1993). Problems regarding part-time faculty being approved by main campus were discussed.
  - C. Bill Hockensmith - Distributed new textbook ordering form and discussed procedures the bookstore plans to implement next semester.
- V. Reports of the Standing Committees
  - A. Operations Committee - met to set agenda for this meeting.
  - B. Curricula Committee - written report of Oct. 2 meeting; comments by Mike Volz; next meeting is November 13.
  - C. Library Committee - no report.

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- D. Ethics and Advisory Committee - written report of Oct. 8 meeting; comments by Karen Dodson.
- E. Student Affairs Committee - written report of Oct. 8 meeting; announced next meeting will be November 5.
- F. Long-Range Planning and Resources Committee - written report of Oct. 23 meeting.
- G. Constitution and By-Laws Committee - written report of Oct. 8 meeting; also Pat Duval indicated that copies of the Constitution are available. A memo from Altha Crouch (chairperson) dated Oct. 9 has been circulated asking other Senate Committees to review their by-laws, membership, and meeting times.
- H. Budget Review Committee - no report.
- I. Merit Committee - no report.
- J. Nominations Committee - written report of Oct. 9 meeting.

- VI. Reports of Ad Hoc Committees and Other Assignments
- A. Administrative Council - written report of the September 9 meeting was distributed; Jane Bruker reported on the meeting of October 15. (Note: see official minutes of Oct. 15 meeting to be distributed at Faculty Senate meeting Oct. 23rd.)
  - B. Main Campus Faculty Senate - Report by Jane Bruker. Key topics were (1) core curriculum; (2) Faculty Senate (Alb) was only notified one day in advance of opportunity to participate in selection process for Dr. Risser's replacement; (3) editorial comment by Jane - constantly hearing the same phrase "we have no more money" when issues/ideas are presented.
  - C. Main Campus Library Committee - no report; it was pointed out that we presently have no representative to this committee.
  - D. Main Campus Undergraduate Committee - report by Mike Volz. Key topics (1) Attempt to determine what the charge of this committee is - the committee no longer reviews forms on main campus; (2) the committee will probably meet Thursday afternoons.
  - E. Main Campus Long-Range Planning Committee - no report.
  - F. Main Campus Community Education Committee - written report of Sept. 25 meeting.
  - G. Ad Hoc Committee on Faculty/Staff Development Fund - no report.
  - H. Main Campus Core Curriculum Committee - no report; committee is probably no longer in existence - see memo of Oct. 14, 1992 to Paul Davis from Mary Harris!

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VII. Old Business

A. Collective Bargaining - Al Avila reported on a meeting he recently attended regarding this subject. Key issues: (1) UNM-A faculty apparently is not interested in collective bargaining; (2) AAUP can serve as a bargaining agent for us if we so desire; liability coverage is one of the services provided; (3) Tom Griego has suggested we submit a list of questions to the U.S. Dept. of Labor, the State of New Mexico and main campus. We can then compare answers and/or Tom Griego can do it for us; (4) Main Campus may become antagonistic at our efforts to form a collective bargaining issue.

Al also distributed literature on the subject from AAUP. A lengthy discussion took place on the subject. A motion was made by Jim Dawson and seconded by Karen Dodson that the UNM-Gallup Faculty Senate Operations Committee formulate a questionnaire to determine if the faculty wants collective bargaining, what agency should represent us, and what other questions need to be addressed on this issue. Motion passed unanimously.

- B. Merit Committee Evaluation Plan - distributed at last month's meeting. The chair called for a motion on this. Discussion followed. Mike Volz moved to table discussion of the merit plan until over 1/3 of the Senate membership is in attendance. Seconded by Rosemary Blanchard. Sixteen approved, 1 abstained. Motion passed.
- C. Faculty Handbook - Pat Duval reported. Priscilla Smith thanks all those who worked on it. The handbook will be out by January 1, 1993.
- D. Committee Assignments - Pat Duval reported. Please respond to memo sent out by Altha Crouch. All other issues have been dealt with.

VIII. New Business

Improving communications with Main Campus - Jane Bruker indicated she had no further comments. However, further discussion took place. Jim Dawson moved that the Operations Committee issue an invitation to UNM-G and UNM-Albuquerque personnel to attend future UNM-Gallup Faculty Senate meetings and to make comments and answer questions. Seconded by Harry Sheski. Further Discussion. Those voting in favor of the motion numbered 8, opposed 7, abstaining 1. Motion passed.

Motion to adjourn was made by Mike Volz. Seconded by Rosemary Blanchard. Time 2:12 P.M.

The Faculty Senate Secretary received notice from the following individuals that they would not be able to

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attend this meeting due to other commitments: Priscilla  
Smith, Laverne Chischilly, Altha Crouch, Macky Myers,  
and Mike Woal.

FACULTY SENATE AGENDA  
November 20, 1992  
12:30 PM - 2:30 PM  
Gurley Hall 1110, Lecture Room

- I. CALL TO ORDER
- II. OPENING COMMENTS - Priscilla Smith
- III. APPROVAL OF THE MINUTES, October 23, 1992 meeting
- IV. REPORTS OF STANDING COMMITTEES:
  - A. Operations Committee (agenda)
  - B. Curricula Committee
  - C. Library Committee
  - D. Ethics & Advisory Committee
  - E. Student Affairs Committee
  - F. Long-Range Planning & Resources Committee
  - G. Constitution & Bylaws Committee
  - H. Budget Review Committee
  - I. Merit Committee
- V. REPORTS 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 Long-Range Planning Committee
  - F. Main Campus Community Education Committee
  - G. Ad Hoc Committee on Faculty/Senate Dev. Funds
  - H. Main Campus Core Curriculum Committee
- VI. OLD BUSINESS
  - A. Collective Bargaining
  - B. Faculty Constitution and By-Laws
- VII. NEW BUSINESS
- VIII. MISCELLANEOUS ANNOUNCEMENTS, ETC.

UNM-Gallup Faculty Senate Meeting  
MINUTES  
November 20, 1992

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- I. CALL TO ORDER by Priscilla Smith at 12:35 P.M.
- II. OPENING REMARKS - Chairperson, Priscilla Smith. She reported on the recent Advisory Board meeting; CHE capitol outlay for buildings - UNM-G is 9th on the list; the Minority Participation and Request report (self-study by UNM-Albuquerque) - demonstrated need for more minorities in better positions and higher salaries; report from UNM-G indicating the branch campus has 8 administrators; New Mexico First meeting in Gallup on state expenditures - need of coordinating board for higher education in the state was one recommendation, also indicated that uniform funding and better articulation was needed. (Note - for further information on these items consult the audio tape of the Faculty Senate, dated 11/20/92.)
- III. APPROVAL OF THE MINTUES of the October 23, 1992 meeting. Mike Stripling moved that the minutes be approved. It was seconded. Motion passed unanimously.
- IV. REPORTS OF THE STANDING COMMITTEES
  - A. Operations Committee - written minutes for meetings of 11/5 (collective bargaining) and 11/11 (set the agenda for this meeting).
  - B. Curricula Committee - written report for meeting of November 13, 1992. Comments by Mike Volz. Priscilla Smith commented on the UNM-A Curricula Committee meeting of November 12, 1992. Among other items, it was pointed out that the UNM-A Faculty Senate Curriculum Committee is only interested in courses affecting transfer to the main campus; the T designation will not be removed from Gallup only courses; complaint that some courses dropped by departments at UNM do not always result in the branch campuses knowing about these changes - this situation will be corrected; budget statements do not need to accompany the branch's course changes due to our separate funding formula.
  - C. Library Committee - no report - committee will meet Wednesday, November 25.
  - D. Ethics and Advisory Committee - written report for November 3 meeting. Comments by Altha Crouch.

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- E. Committee on Student Affairs - written report for November 5 meeting. Comments by Harry Sheski.
- F. Long-Range Planning and Resources Committee - brief oral report by Mike Volz indicating that the committee is investigating its mission and membership.
- G. Constitution and By-Laws Committee - written report for October 23 meeting. Comments by Altha Crouch.
- H. Budget Review Committee - no report.
- I. Merit Committee - no report.

President Priscilla Smith, at this point, recommended that Old Business be the next order of business instead of continuing reports of other committees. No Senator objected to this change.

V. OLD BUSINESS (Agenda item VI)

- A. Collective Bargaining - Al Avila reported on the results of the faculty questionnaire regarding the possible formulation of a collective bargaining unit. Brief results: 72% of full-time faculty responded to the survey with 85% in favor; 62% indicated that AAUP should be the organization to represent us. In order to establish a local unit, 30% of the full-time faculty need to be "paid-up" members. It was recommended that a membership drive be conducted with November 30 being the final date for submitting individual applications and dues. Harry Sheski moved that the Operations Committee handle all memberships and dues. Seconded by Larry Roberts. Motion passed with one no vote.
- B. Faculty Constitution and By-Laws - Pat Peters reporting. Key issue - to make changes, the Senate should amend By-Laws, not the Constitution (which would then have to be submitted to Albuquerque for approval). Mike Volz moved that in order for the Senate to make changes regarding committee missions and membership, the recommendations of the Faculty Constitution and By-Laws Committee be accepted and the By-Laws be amended as needed. Seconded by Sally Vink. Motion passed unanimously. Another motion was made by Ralph Casebolt charging the Faculty Senate to form an ad hoc committee to formulate procedures and criteria for Rank and

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Tenure of UNM-Gallup faculty only. Motion seconded. Motion passed with one no vote and one abstention.

Karen Dodson moved that the UNM-Gallup Faculty Senate representative to the main campus Curricula Committee be a member of the UNM-Gallup Faculty Senate Curricula Committee. Motion seconded. Motion passed unanimously.

VI. REPORTS OF AD HOC COMMITTEES and Other Assignments  
(Agenda item #V)

- A. Administrative Council - written minutes of October 15 meeting; comments by Catherine Wescott.
- B. Main Campus Faculty Senate - Beth Miller reporting Ann Brown is retiring and the Senate passed a resolution that the Senate participate in drawing up a job description for her replacement; collective bargaining was also discussed.
- C. Main Campus Library Committee - no report.
- D. Main Campus Undergraduate Committee - Mike Volz reporting. Summary: This committee will no longer examine individual courses; this committee will serve as a screening board for ROTC candidates.
- E. Main Campus Long-Range Planning Committee - no report.
- F. Main Campus Community Education Committee - written report of November 10 meeting. Comments by Altha Crouch.
- G. Ad Hoc Committee on Faculty/Staff Development Funds - written report. Comments by Altha Crouch.

VII. NEW BUSINESS

- A. Faculty Stipend - Budget Review Committee is charged by Presidential recommendation to meet with Jane Rucker to review the policy of stipends and release time.
- B. Priscilla Smith also recommended that a plaque from the Senate be sent to Ann Brown to acknowledge her retirement.
- C. Priscilla Smith will draft a letter to Dr. Phillips regarding the report which lists 8 UNM-Gallup administrators and will ask him to also respond to other faculty concerns.

VIII. ADJOURNMENT. Motion made by Sally Vink 2:30 P.M.

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UNM-Gallup Faculty Senate "Special" Meeting  
MINUTES  
January 13, 1993

- I. The meeting was called to order by Priscilla Smith at 2:45 P.M.

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- II. Presentation by Angelo DiPaolo on Gallup-McKinley County Schools School Election \$27 million General Obligation Bonds, to be held February 2, 1993. Brochures passed out.
- III. Faculty Handbook - Priscilla Smith indicated the handbook was almost completed and would soon be printed. However, the changes needed in the By-laws of the Senate Constitution and By-laws need to be addressed in order to be workable.
- IV. Senate By-laws - Pat Peters. Each committee needs to indicate what if any changes are necessary to make the committee mission accurate. It would be most difficult to change the Constitution, but the By-laws can be changed by the local Senate.
  - A. Committee on Student Affairs - written report and Harry Sheski reporting. For prepared changes see #3 on written report. Discussion centered on whether committees report directly to the Senate or the Senate Operations Committee (see written report, item A.1.d.). The recommendations prepared by the committee with one change - #A.5. to read "Meetings: Once a month during the academic year and other times as needed" was put into a motion by Karen Dodson, seconded by Harry Sheski. Motion passed unanimously.
  - B. Budget Review Committee - no changes
  - C. Curricula Committee - Mike Volz reporting.
    1. A motion was made by Mike Volz to increase the membership of the committee in a range from 7 to 13. Don Raney seconded the motion. Discussion. Motion passed. 4 members voted against the motion.
    2. A motion was made by Mike Volz and seconded by Tony Root that the UNM-Gallup Faculty Senate Representation to the Main Campus Curricula Committee to be a member of the local committee and that an alternate representative to the Main Campus Curricula Committee be identified by the local Curriculum Committee to serve and attend main campus meetings. Discussion. Motion passed with one member voting against the motion.

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- D. Long Range Planning and Resources Committee - Mike Volz reporting. Mike Volz moved that the committee membership be increased to as many as eight with one administrator (non-voting member). Mike Woal seconded the motion. Motion passed with one member voting against it. It was pointed out that non-faculty personnel were voting members of the Committee on Student Affairs. No specific action was taken.
- E. Library Committee - Chuck Current reporting. No changes recommended.
- F. Ethics and Advisory Committee - Priscilla Smith has submitted to the Constitution and By-laws Committee recommendations on membership and duties. The Constitution Committee will research these proposals and make their recommendations at a future meeting.
- G. Rank and Tenure - Catherine Wescott reporting. She indicated that the local membership had to be limited due to guidelines in the UNM Faculty Handbook. At the present time, this committee has only two members. Priscilla Smith reminded the Senate that a motion had been passed at an earlier meeting to split rank from tenure. She further indicated that she would approach the local Advisory Board to establish a specific rank and tenure policy for faculty at UNM-G.
- H. Faculty Welfare Committee - Pat Peters and Priscilla Smith led discussion on the status (or non-status) of this committee which at present is not functioning and has no members. A motion was made by Jim Dawson and seconded by Karen Dodson to include the Constitution and By-Laws Committee and the Merit Committee as sub-committees of Faculty Welfare. Motion passed. A second motion was made by Pat Peters and seconded by Beth Miller for the committee to establish guidelines based on criteria in the Constitution and By-Laws that govern all other standing committees, and that the committee be comprised of members of the two sub-committees noted in the previous motion. Discussion. Motion passed.
- V. Bill Hockensmith reported on procedures implemented by the campus bookstore and indicated that a section devoted to this operation would be in the new faculty handbook.

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VI. AAUP - Priscilla Smith indicated the importance of this organization could not be overstated. A chapter needs to be established as soon as possible. A minimum of 7 paid memberships is needed to establish a formal chapter. Discussion. It was decided that a meeting would be set up in the near future to establish a chapter of AAUP.

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VII. Adjournment: 4:10 P.M.

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UNM-G FACULTY SENATE  
AGENDA  
for meeting to be held  
February 19, 1993  
12:30 PM -  
Gurley Hall. Room 1110

- I. CALL TO ORDER
- II. OPENING COMMENTS - Priscilla Smith
- III. APPROVAL OF MINUTES of November 20, 1992 and January 13, 1993 meetings.
- IV. REPORTS OF STANDING COMMITTEES:
  - A. Operations Committee (written agenda)
  - B. Curricula Committee
  - C. Library Committee (written report)
  - D. Ethics and Advisory Committee
  - E. Student Affairs Committee
  - F. Long-Range Planning & Resources Committee
  - G. Budget Review Committee
  - H. Faculty Welfare Committee
    - 1. Constitution and Bylaws
    - 2. Merit
- V. REPORTS 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 Long-Range Planning Committee
  - F. Main Campus Community Education Committee
  - G. Ad Hoc Committee on Faculty/Staff Dev. Funds
- VI. OLD BUSINESS
  - A. Collective Bargaining/AAUP
  - B. Faculty Constitution and By-Laws
  - C. Guidelines for Dependent Tuition:  
procedures, etc. - Altha Crouch
  - D. Response by Dr John Phillips to Priscilla Smith  
regarding faculty concerns
  - E. Faculty Handbook

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Agenda

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VII. NEW BUSINESS

- A. UNM-Gallup smoking policy
- B. Senate sponsored forum for Gallup  
City Council candidates
- C. MLT Club sponsored Blood Drive
- D. Resolution by Library Committee
- E. Other

VIII. MISCELLANEOUS ANNOUNCEMENTS, ETC.

NOTE ATTACHMENTS

1. Copy of Dr. John Phillips' letter dated  
12/18/92 to Priscilla Smith regarding  
faculty concerns.
2. Rank and Tenure Documents.
3. Library Committee Meeting minutes of  
November 23, 1992.
4. Administrative Council Meeting minutes of  
November 11, 1992.

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UNM-Gallup Faculty Senate Meeting  
MINUTES  
February 19, 1993

- I. CALL TO ORDER by Priscilla Smith at 12:40 P.M.
- II. OPENING COMMENTS by Priscilla Smith. Key points presented included: (a) legislative update on bills affecting UNM - a petition will be available for individuals to sign supporting passage of this legislation; (b) acknowledgement of letter from the Senate to Ann Brown for her support to the branch, and (3) a reminder for the Nominations Committee to start work on their slate of candidates for next year.
- III. APPROVAL OF THE MINUTES of the November 20, 1992 and January 13, 1993 meetings. Jim Dawson moved that the minutes be approved as written. Seconded by Harry Sheski. Motion passed unanimously.
- IV. REPORTS OF THE STANDING COMMITTEES - To save time, Priscilla Smith asked for a motion approving the reports as submitted. A motion to this effect was made by Karen Dodson and seconded by Harry Sheski. Motion passed. Written reports were submitted by the following: Operations Committee, Library Committee, Budget Review Committee, Committee on Student Affairs.
- V. REPORTS OF AD HOC COMMITTEES AND OTHER ASSIGNMENTS - A motion was made by Harry Sheski to approve the reports as submitted. Karen Dodson seconded the motion. Motion passed. Written reports were submitted by the Faculty/Staff Development Funds Ad Hoc Committee and Administrative Council.
- VI. OLD BUSINESS
  - A. Collective Bargaining/AAUP - It was noted that a local chapter of AAUP had been formed with Jim Dawson as President, Vice-President is Toni Root, Secretary is Ed Allen, Treasurer is Chuck Current. Over 20 members of the faculty are paid-up members. This Chapter is and will be separate from the Senate as a bargaining unit for faculty concerns.
  - B. Faculty Constitution and By-Laws - No report; tabled until March meeting of the Senate. Any further changes should be sent to this committee.
  - C. Guidelines for Dependent Tuition - Altha Crouch reporting. A written report has also been submitted by the committee. The committee will

now screen applicants (dependents) and are still working on guidelines for this expanded service. The business office will process the materials for the applicants. Discussion followed Ms. Crouch's report. It was recommended that policy guidelines should go to the committee for review. The committee was mandated to formulate a survey to go to the faculty for their input. A motion was made by Rick Krouth and seconded by Jack Crowl to this effect. Motion passed.

- D. Response by Dr. John Phillips to Priscilla Smith in regards to faculty concerns. Dr. Phillips responded to questions by individual Senators on various items including rank and tenure, overloads, administrative assignments, and position advertisements. (Refer to Dr. Phillip's written letter and the audio tape for this Senate meeting.) Priscilla Smith recommended that further review of this document along with other issues that surfaced during this discussion be sent back to the Operations Committee for examination.
- E. Faculty Handbook - Priscilla Smith indicated that this document was almost ready to be printed. She is drafting a certificate of appreciation for those individuals who have worked on the handbook. A motion was made by Mike Stripling and seconded by Jim Dawson to approve the certificate, which will also go into the individual's personnel file. Motion passed.

## VII. NEW BUSINESS

- A. UNM-Gallup Smoking Policy - presented by Harry Sheski along with written report containing recommended motion from Faculty Committee on Student Affairs. Two members of the Student Senate also presented the results of a survey on smoking recently conducted. Their survey showed a majority of students favored a campus (building) policy of no smoking. Discussion followed. A motion by made by Jim Dawson and seconded by Karen Dodson to support the concept of a campus-wide no smoking policy. (See attachment to the minutes for exact wording on this motion. The vote was as follows: For the motion-13, against the motion-5, abstentions-2. Motion passed.
- B. Senate-sponsored forum for Gallup City Council candidates. - It was announced that it would be held Thursday, February 25 from 5:30 PM - 6:30 PM. Prepared questions will be read by AAUP President Jim Dawson and ~~Herbert~~ Smith, Student Senator. Frank Sundram will be moderator for the forum.

Herbert  
connected change

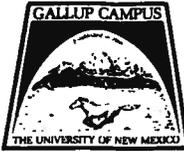
- C. MLT Club sponsored blood drive - Harry Sheski reporting. Three written handouts available also. The date is March 4 from 10:00 AM - 5:00 PM. Sign-up sheets are available to help determine "what to expect".
- D. Resolution by Library Committee - tabled on recommendation of Charles Current.
- E. Other
  - 1. A motion was made by Ed Allen and seconded by Harry Sheski to extend Jim Dawson's term as representative from the UNM-Gallup Senate to the main campus faculty Senate. Motion passed.
  - 2. President Priscilla Smith requested the Senate to form an Ad Hoc Committee on Outside employment due to discussion led by Rosemary Blanchard. Volunteering for this committee were Susan Crawl, Jane Bruker, and Rosemary Blanchard.

VIII. MISCELLANEOUS ANNOUNCEMENTS - Tom Ray called the attention to New Course ADD Procedures from main campus. (See memo from Fred Chreist, Registrar, dated January 29, 1993.) Discussion.

ADJOURNMENT - 2:17 P.M.

UNM-G FACULTY SENATE  
AGENDA  
for meeting to be held  
March 19, 1993  
12:30 PM -  
Gurley Hall, Room 1110

- I. CALL TO ORDER
- II. OPENING COMMENTS - Priscilla Smith
- III. APPROVAL OF MINUTES of February 19, 1993 meeting.
- IV. REPORTS OF STANDING COMMITTEES:
  - A. Operations Committee - met on March 9, 1992 to set the agenda for this meeting.
  - B. Curricula Committee
  - C. Library Committee
  - D. Ethics and Advisory Committee
  - E. Student Affairs Committee
  - F. Long-Range Planning & Resources Committee
  - G. Budget Review Committee
  - H. Faculty Welfare Committee
    - 1. Constitution and Bylaws
    - 2. Merit
- V. REPORTS 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 Long-Range Planning Committee
  - F. Main Campus Community Education Committee
  - G. Ad Hoc Committee on Faculty/Staff Dev. Funds
  - H. Ad Hoc Committee on Outside Employment
- VI. OLD BUSINESS
  - A. Faculty Constitution and By-Laws
  - B. Guidelines for Dependent Tuition:  
procedures, etc. - update - Altha Crouch
  - C. Faculty Handbook - update - Priscilla Smith
  - D. Library Committee Resolution
- VII. NEW BUSINESS
  - A. Campus Smoking/Non-smoking Policy - Altha Crouch
  - B. Open Forum expenses - Priscilla Smith
  - C. Other
- VIII. MISCELLANEOUS ANNOUNCEMENTS, ETC.



THE UNIVERSITY OF NEW MEXICO—GALLUP CAMPUS  
200 COLLEGE ROAD ■ GALLUP, NEW MEXICO 87301 ■ TELEPHONE 505: 863-7500

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## UNM-Gallup Faculty Senate Meeting

### MINUTES

March 19, 1993

- I. Call to Order by Priscilla Smith at 12:35 p.m.
- II. Opening comments by Priscilla Smith. Key points presented:
  - (1) Received letter from Ann Brown expressing appreciation for the plaque sent to her;
  - (2) Legislative update on bills affecting UNM-Gallup - salary increases proposed will be 3-3.5% and will include merit; funding for the lecture hall will probably be phased in over a period of years;
  - (3) At the latest meeting of the Advisory Board a tuition increase was discussed - question asked by Ms. Smith was whether this increase would impact faculty salaries. The Faculty Senate discussed this issue extensively. Suggestions on how funds from any tuition increase should be spent need to be routed to Priscilla Smith.
- III. Approval of the Minutes of the February 19, 1993 meeting with one correction (under VII B, the student senator's name is Hubert Smith not Herbert Smith). Motion made by Altha Crouch, seconded by Ralph Casebolt. Motion passed.
- IV. Reports of Standing Committees
  - A. Operations Committee - met March 9th to set the agenda for this meeting.
  - B. Curriculum Committee - written report of February 24th meeting, comments by Mike Volz.
  - C. Library Committee - no report.
  - D. Ethics and Advisory Committee - no recent meeting; comments by Altha Crouch. One major issue was Faculty Senate committees' roles during the summer session.
  - E. Committee on Student Affairs - written report of February 11th meeting; brief comments by Harry Sheski.

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- F. Long-Range Planning and Resources Committee - no recent meeting; very few questionnaires sent to departments for input have been returned to the committee - Mike Volz comment.
- G. Budget Review Committee - written report of March 16th meeting; comments by Macky Myers. Lengthy discussion followed involving funding for new programs, Carl Perkins Funds, funding of travel for VICA and SIFE, vending machines on campus (see Budget Review Committee minutes), and Curriculum Committee forms possible revisions as there is no place for Faculty Senate approval on the present forms.
- H. Faculty Welfare Committee - Priscilla Smith reporting.
  - 1. Constitution and By-Laws - will have a revised document of the approved changes in the near future; need to have any further changes to the committee by April 8th.
  - 2. Merit - will meet in the future if necessary.
- I. Nominations Committee - Macky Myers reported the committee had met informally.

A motion to approve the reports of the standing committees was made by Jane Bruker and seconded by Rosemary Blanchard. Motion passed with one no vote.

- V. Reports of Ad-Hoc Committees and other assignments.
  - A. Administrative Council - has not met since last Senate meeting.
  - B. Main Campus Faculty Senate - Beth Miller reporting on meeting of March 9th. Highlights included; (a) Vice-President McKinney's report on the University budget (2.2% of the UNM-A budget is allocated for Gallup); (b) Taos Education Center - it was noted that the UNM Board of Regents approved the Center the day before the Senate met; the Senate then voted unanimously to reject the Center; (3) Senate committee report on faculty salaries, tuition, etc.
  - C. Main Campus Library Committee - no report.
  - D. Main Campus Undergraduate Committee - Mike Volz reporting - discussed concept of an Honors College in which the committee supported the concept of Honors but not as a separate college (or department); Mr. Volz also indicated he was a member of the Student Outcomes Assessment Committee.
  - E. Main Campus Long - Range Planning Committee - no report.
  - F. Main Campus Community Education Committee - no report.

19 March 1993

- G. Ad-Hoc Committee on Faculty/Staff Career Development Funds - written report of March 17th meeting; brief comments by Priscilla Smith.
- H. Ad-Hoc Committee on Outside Employment - Jane Bruker reporting; also written handout. Ms. Bruker has conducted a survey on interpretation of this UNM rule - various responses were given indicating little consistency. Personnel at UNM, private institutions, and AAUP were contacted.

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At this point a motion to adjourn was made by Jim Dawson, seconded by Ed Allen. Motion passed. 1:57 p,m.

#### Attachments

- (1) Letter of April 12, 1993 from Dr. John Phillips to Priscilla Smith.
- (2) Administrative Council Minutes of March 24, 1993.

UNM-G FACULTY SENATE  
AGENDA  
for meeting to be held  
April 16, 1993  
12:30 PM -  
Gurley Hall. Room 1110

Please note: We will continue the agenda as was established for the March 19, 1993 meeting, with a few additions as recommended by Priscilla Smith.

- I. CALL TO ORDER
- II. OPENING COMMENTS - Priscilla Smith
- III. APPROVAL OF MINUTES of March 19, 1993 meeting
- IV. OLD BUSINESS
  - A. Faculty Constitution and By-Laws
  - B. Guidelines for Dependent Tuition: procedures, etc. - Altha Crouch
  - C. Faculty Handbook - update - Priscilla Smith
- V. NEW BUSINESS
  - A. Campus Smoking/Non-smoking policy and proposed class for those who wish to quit smoking - Altha Crouch
  - B. Open forum expenses - Priscilla Smith
  - C. Outside Employment Policies
  - D. Curriculum Committee Forms changes
  - E. Financial Assistance for students participating in VICA/SIFE competition
  - F. Recommended revisions to the policy on Academic Freedom and Tenure  
PLEASE EXAMINE THE DOCUMENT DISTRIBUTED TO YOU AND BE PREPARED TO DISCUSS POSSIBLE CHANGES. TIME TO MAKE RECOMMENDATIONS IS LIMITED (April 15-26).
  - G. Other
- VI. MISCELLANEOUS ANNOUNCEMENTS, ETC.

UNM - GALLUP Faculty Senate Meeting

MINUTES

April 16, 1993

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- I. Call to Order by Priscilla Smith at 1:00 p.m.
- II. Opening Comments by Priscilla Smith.
- III. Minutes of March 19, 1993 meeting - not voted on.
- IV. Old Business:
  - A. Faculty Constitution and By-Laws - no report.
  - B. Guidelines for Dependent Tuition - Altha Crouch reported that Jane Rucker's office was preparing guidelines.
  - C. Faculty Handbook - Priscilla Smith reported that the publication will be ready by January, 1994. It is on a disk thanks to Lorraine Hood of Business Technology. Discussion centered on legalities of the UNM-G Senate having its own faculty policies.
- V. New Business:
  - A. Campus Smoking/Non-Smoking Policy and Proposed Class for Those Who Wish To Quit Smoking - Altha Crouch reporting. Some faculty would like to have behavioral modification classes to encourage them to stop smoking. Ms. Crouch has taken appropriate classes to teach this type of class. Students are doing their own survey (regarding smoking policy).
  - B. Open Forum Expenses - Priscilla Smith reporting. Frank Sundram needed equipment for this event and the Student Senate paid for 50% of it. Ms. Smith asked the Faculty Senate to pay the other 50%. A motion was made by Altha Crouch to do this, seconded by Rosemary Blanchard. Motion passed.
  - C. Outside Employment Policies - Written handout and report by Rosemary Blanchard. Comment "As long as we meet our professional responsibilities, our time is our own." Dr. Phillips will receive a copy of the written handout due to a motion made by Mike Stripling and seconded by Don Raney to endorse the report. Motion passed. Mike Stripling moved to dissolve this ad hoc committee, seconded by Mike Volz. Motion

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- passed. Further discussion on this issue.
- D. Curriculum Committee Forms Changes - Priscilla Smith led discussion. Altha Crouch moved to revise the Curriculum Committee forms to provide for Faculty Senate approval. Don Raney seconded the motion. Discussion. Motion passed with one no vote, one abstention. It was decided after a lengthy discussion, to form an ad hoc committee in the Fall Semester (1993) to consider when it would be appropriate for the Faculty Senate to approve and sign-off recommendations made by the Curriculum Committee.
- E. Financial Assistance for Students Participating in VICA/SIFE Competition - Priscilla Smith asked the Senate to endorse a letter she sent to the Student Senate asking that organization to find ways to financially assist students involved with the competition. A motion was made by Mackey Myers and seconded by Martha Weller to that effect. Motion passed.
- F. Recommended Revisions to the Policy on Academic Freedom and Tenure - Written document distributed by Priscilla Smith. She asked Senators to submit recommendation to her so she could submit a letter to the Chair of that committee. Discussion. A motion was made by Mike Woal that the Operations Committee draft a resolution (letter) to be sent to the main campus Senate Committee on Academic Freedom and Tenure expressing that a UNM-G policy on such matters needs to imply autonomy for the faculty at this branch. Mike Volz seconded the motion. Motion passed with one no vote, one abstention. Don Raney moved the letter to be drafted be sent to Dr. Peck and other administrators in addition to the above named committee. Seconded by Mike Stripling. Motion passed.
- G. Other
1. Merit Pay - Jim Dawson moved that the faculty developed merit form be used to determine merit pay. Seconded by Mike Stripling. Motion passed. Further discussion. Rosemary Blanchard moved that the Senate address the merit issue the first half of the Fall 1993 Semester. Seconded by Sally Vink. Motion passed. Further discussion.
  2. Nominations for the 1993-94 Senate Officers - Written slate provided by the Nominations Committee. Mike

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Stripling moved that Altha Crouch be put on the ballot for Secretary. Larry Roberts seconded the motion. Jim Dawson moved that Rosemary Blanchard be put on the ballot for the Operations Committee in place of Altha Crouch. Nancy Ziegler seconded the motion. These two motions were combined in the vote. Motion passed. A motion to accept the amended slate of officers and for a secret ballot to be sent to all Senators to vote was made and seconded. Motion passed. Results will be announced at the next Senate meeting.

H. Adjournment.

*Priscilla Smith*

UNM-G FACULTY SENATE  
AGENDA

For Meeting To Be Held Wednesday,  
May 12, 1993 - 12:30 PM  
Gurley Hall, Room 1107

- I. CALL TO ORDER
- II. OPENING COMMENTS - Priscilla Smith
- III. APPROVAL OF MINUTES of March 19 and April 16, 1993 meetings.
- IV. REPORTS OF STANDING COMMITTEES:
  - A. Operations Committee - met on April 26, 1993 to set the agenda for this meeting.
  - B. Curricula Committee.
  - C. Library Committee.
  - D. Ethics and Advisory Committee.
  - E. Student Affairs Committee.
  - F. Long-Range Planning & Resources Committee.
  - G. Budget Review Committee.
  - H. Faculty Welfare Committee.
    - 1. Constitution and Bylaws
    - 2. Merit
- V. REPORTS 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 Long-Range Planning Committee.
  - F. Main Campus Community Education Committee.
  - G. Ad Hoc Committee on Faculty/Staff Dev. Funds.
  - H. Ad Hoc Committee on Outside Employment.
- VI. OLD BUSINESS
  - A. Faculty Constitution and By-Laws changes.
  - B. Rank and Tenure.
- VII. NEW BUSINESS
  - A. Election of Officers.
  - B. Other
- VIII. MISCELLANEOUS ANNOUNCEMENTS, ETC.

Missing:

minutes for

12 MAY 1993

UNMG FS meeting