

**New Mexico Institute of Mining and Technology**  
**FACULTY SENATE MEETING**  
**Tuesday, September 05, 2023**  
**3:30 p.m. Workman 101**  
**Minutes**

**1. Call to order**

Dr. Brian Borchers called the meeting to order at 3:30 pm with a call for approval of the May 11, 2023 minutes.

**2. Approval of minutes**

Dr. Sally Pias moved to approve the May 11, 2023 minutes seconded by Dr. Tom Engler. Motion was moved and approved unanimously.

**3. Presidents Report – *President López Update***

- President López welcomed faculty and spoke about the budget. He thought the Institute was in fairly good shape provided we monitor our budgets and expenditures and focus on recruitment and retention. If the Strategic Plan is successfully executed, with a focus on recruitment and retention initiatives, finances should be turned around within 2 years. The Legislature is predisposed to look at higher education to see if there are any funding gaps that need to be addressed. There is a recognition that some of the Universities are unique. NMT fits in that category.

A question about NMT's legislative priorities was raised. President López indicated we are still working out details that should be addressed by the October meeting. The goal is to have NMT properly supported by I&G funding, which will be a big push at Legislative Session.

**4. Introductions of new Senate Members – *Dr. Michael Jackson***

- There are 15 new faculty members. Introductions were made by the various departments.

**5. Report of Standing Committees**

**A. Curriculum Committee – *Dr. Linda DeVeaux***

Reminder to request and submit Curriculum Proposals as early as possible so they can be reviewed and voted on by December meeting. This will provide the Registrar's with time to incorporate them into the online catalog. There is a revised form and instructions can be found online. Anyone can initiate proposals. Proposals go to the Curriculum Committee, then a representative from the committee will respond. This is true for all proposals, undergraduate and graduate. For graduate proposals, once the Curriculum Committee approves a proposal it will be forwarded to the Graduate Council. Faculty have access through the google drive that contains the approved proposals from prior years. All proposals need to be in by December.

Discussion was held regarding access to the Google Drive (as there is a known broken

link on the website) and the online catalog. Regarding the online catalog, the Registrar believes it should be posted by the start of October.

**B. Nominating Committee – Dr. Mark Samuels**

The list of proposed membership for the NMT Senate’s 2023-2024 Academic Year Standing Committees was presented to faculty.

A call was made for an Engineer faculty volunteer to serve on the Regents Faculty Conference Committee. No one volunteered and the call will be kept open.

A motion was made and approved to close nominations. A motion was moved and approved unanimously to approve the committee membership list.

**C. Executive Committee – Dr. Bill Stone**

- Motion was made to make some minor editorial corrections to the Faculty Senate Standing Rules (e.g., changes in position titles, such as the Dean for Student Success Initiatives). The document was provided with changes.

Motion to make changes to the Faculty Senate Standing Rules was moved and approved unanimously.

- Discussion was held on the Emeritus Members. There are some that are deceased. Members were asked to review the list and provide the Senate with updates. The rules for membership in the Faculty Senate Standing Rules are a little confusing when it comes to part-time instructors. It is clear when individuals are Full-Time employees and paid out of Academic Affairs. However, for other situations, it is unclear. A request was made to have a few individuals serve on an Ad Hoc Committee to propose clearer language.

Discussion was held on the duties/scope of the Ad Hoc Committee. Discussion included who is eligible to vote in the Faculty Senate.

Motion was made to have an Ad Hoc Committee to look at the rules for membership and Faculty Senate Standing Rules for Part-time Faculty. This includes clarifying language on who is eligible to be a member. Dr. Stone will chair this committee with Dr. Fred Phillips and Dr. Ben Duval who volunteered to serve.

Motion was moved and approved unanimously.

**6. Grad Council Report – Dr. Aly El-Osery**

- Unofficial numbers were provided to Faculty Senate Members. These numbers will be official next week. So far, numbers are up and at an all-time high. Dr. El-Osery thanked the Departments for all their hard work. Graduate enrollment increased by 10% and there was a 20% increase in new graduate students. The big difference is in the numbers for offers accepted which was 56%. There was also a 23% increase in applications. Research Degrees are up. The trend for Professional Degrees are also up.

- The Grad Student Academic Integrity has had a small increase (7%). These are first time students no one has repeated the violation.

Discussion was held on the Motion for Transfer Credits to add the language that is underlined for clarification. A copy of the motion was sent to the faculty prior to the meeting.

Motion for Transfer Credits was moved and approved unanimously.

### **Responsible Conduct of Research Training – (RCR)**

- Required by all Graduate Students working on Federal Funded Research. The Graduate Council agreed that it is probably something we want to require of all students but they did not agree for it to be a degree requirement. The recommended approach was for it to be included in the Graduate Catalog, similar to other requirements like Title IX. The CITI training consists of an approximate 20 minute video that students have to watch. NMT is also giving an ethics class that can count as the same training. MST, PhD or any federal research funding is a requirement. List the language in the student handbook.
- Discussion was held. Dr. Chris ChoGlueck mentioned he gives a 2 hours workshop once each semester that could be used as an alternative to the CITI training. Dr. ChoGlueck will be sending out announcements to faculty and staff for this fall's program. Dr. Aly El-Osery agreed and suggested leaving it up to the Research Office to give what the alternatives are. They could advertise on their website as to what the alternatives are. Mikell Coleman from the Office of Compliance pointed out why the Federal Government requires compliance.

### **7. Council of Chairs – Dr. Michael Jackson**

- Guests at the Council of Chairs included Mikell Coleman and Sheila O'Sullivan who spoke about the interim/forthcoming Conflict of Interest Policy and Procedure. The Faculty was asked to convey the information on the conflict of interest training to the various departments. They indicated the importance of asking everyone to engage to answer questions about the Conflict of Interest Policy. A request was also made for representation on the Safety Committee.
- Greg Stringer from the Office of Admission also attended and spoke about how the Summer STEM Program has a strong connection to recruiting students. Approximately 40% of students attending the program end up coming to NMT. One of the initiatives is to expand the program by offering more courses next summer. Please contact the Office of Admission if you are interested. Please also contact their office if you are going out to schools to community colleges/secondary schools and who you are meeting with. Admission can enter their information into Slate that can help us track engagement in our programs and subsequent matriculation into NMT.
- Reminder: Exploration Day will be held on Saturday, November 4<sup>th</sup>. Please mark your calendars. Department Chairs will be sent a follow-up email on this shortly.
- Other important dates are October 1<sup>st</sup>. Assessment Reports. If you are teaching an online course, please be sure to fill out the checklist if you haven't done so already. This

information will be used to demonstrate to the HLC our ability to ensure DE courses have regular and substantive interaction. Gathering this information is critical.

- We have created a Seminar/Colloquium Calendar. If departments have Colloquia, we encourage you to use this calendar to promote the event.
- Degree Conferrals. In May each year, there is a frantic race to get grades in for everyone who will be graduating. The Registrar's Office then frantically tries to prepare all the degrees for conferral by the Regents the day before commencement. This can be very stressful and mistakes may happen due to a rushed process. We have inquired with the Board of Regents or to see if they are willing to reconsider how the process is handled, perhaps allowing the President to confer the degree as they do at other times of the year. They indicated a willingness to consider this. At our next meeting, a request for endorsement will be brought forward for the Faculty Senate to consider.
  - Discussion was held re: graduation awards, specifically would this adversely affect the selection of student awards or could they even be possibly moved to another time. Mike Jackson indicated this would be for the Faculty Senate to consider. In looking at last year's award selection though, the final semester's grades did not play a significant role in the selection of awards.
- Fall retention initiative: Dropout Detective. We will be using this program to track student engagement in their coursework. For this to be effective, faculty need to use the gradebook feature in Canvas. If you are using a gradebook in Canvas, please make sure you are using the correct dates for the correct semester. At the start of the semester, 200 students were identified as having late assignments because the dates were from a prior term.
- We hope to submit the Quality Improvement Initiative Report in late November or early December. This will be presented to Faculty Senate prior to submission.
- Program Review. The following departments, Math, E &ES, Chemistry, Biology, CLASS, Computer Science and programs should be meeting to work on their self-study. If this has not already been started, it must begin ASAP so that the self-study can be completed by the end of the semester. This was a concern in our prior HLC review and it must be addressed. Program Review is common throughout higher education and it needs to be fully engaged. If departments are in need of assistance, AA is happy to help. We are asking for everyone's support to move this program forward. Most of the College of Engineering's undergraduate programs are handled by ABET and its graduate programs will be reviewed at a later time.
- If departments would like AA to attend a department meeting to discuss any topics, please be sure to send an invitation. We are happy to attend.

#### **8. Call for Nominations to Professor – *Dr. Michael Jackson***

- Candidates for promotion can be nominated by the subject faculty member, the department chair, other tenured full Professors, or the Vice President for Academic Affairs.
- Nominations should be sent to vpaa@nmt.edu by September 30.
- Nominations should be accompanied by a vita for the person nominated and a memorandum to support the nomination (typically 2 pages in length with areas of exceptional distinction highlighted).

## **9. Strategic Plan update – Dr. Michael Jackson**

- Information on the NMT Strategic Plan can be found at:  
<https://www.nmt.edu/leadership/strategicplan.php>
- Updates and key Fall 2023 dates can be found in Enrollment and NMT Strategic Plan.pptx.
- During the month of September the Task Force will be asking for feedback and suggestions on the draft action plans.
- Please consider volunteering to serve on one of the Task Force’s working groups (six in all). If you are interested, please contact [michael.jackson@nmt.edu](mailto:michael.jackson@nmt.edu).
- Discussion followed.
  - A question about whether departments will receive assistance with marketing their programs was asked. Dr. David Greene mentioned there will be a search for a Director of Communications who will help with such initiatives. Mike Jackson suggested asking our students for assistance in developing short videos for social media on their experiences in departments and research labs.
  - A question was asked whether other sections of the action plan, such as financial resilience, will have similar detailed targets as enrollments does. Mike Jackson indicated it should and that type of feedback would be great to give during these listening sessions.
  - A question was asked if there was an effort to increase housing if the university achieves the enrollment goal of 2000 students. The response was that presently the university does not have housing capacity for 2000 students. This is an issue that is being looked into. It included having conversations with the community about the availability of housing that is also affordable for students.

## **10. Old business – None**

## **11. New Business – None**

## **12. Announcements**

Announcements were sent out as attachments. No new announcements were made.

## **13. Adjournment**

Motion to adjourn was made by Dr. Iain Crump and seconded by Dr. Michael Jackson  
The motion passed unanimously.