

New Mexico Institute of Mining and Technology
FACULTY SENATE MEETING
Tuesday, February 4, 2025
3:30 pm, Workman 101
Minutes

1. Call to Order.

Dr. Linda DeVeaux called the meeting to order at 3:31 pm.

2. Approval of the Minutes.

- Dr. Daniel Portner moved to approve the December 3, 2024 minutes, followed by a second from Dr. Taylor Dotson. Motion passed with several abstentions.

3. Introductions, *Mike Jackson (MJ)*.

- Dr. Lique Coolen, received her PhD in neuroscience from the University of Nijmegen in the Netherlands. She comes to us most recently from Kent State University where she had several roles including Assistant to the Provost for Special Projects. Her CV highlights her numerous accomplishments – such as over a hundred publications with multiple grants and contracts funded by NIH and other federal and non-federal funding agencies. She has also held faculty appointments at the University of Cincinnati, Western University (Canada), University of Michigan, and University of Mississippi Medical Center and has served in administrative roles within the Research Division and Academic Affairs. Her faculty position at NMT will be jointly held in the Departments of CLASS and Biology. Since joining NMT, she has repeatedly emphasized the importance of partnering with Academic Affairs and faculty to advance the mission of the institution, the research we undertake, and the education of our students. Dr. Coolen looks forward to working with the entire campus community to expand on the success NMT has enjoyed over the years.
- MJ also thanked Dr. Van Romero and Dr. Mike Doyle for their contributions in advancing the Office of Research over the years and the role they continue to play at NMT in the Departments of Physics and Biology, respectively.
- MJ also introduced Mr. Brandon Boulter as our Associate Vice President of Strategic Enrollment Management. Mr. Boulter received his baccalaureate and MBA degrees from the University of Utah and Ashford University (now part of the University of Arizona Global Campus). He joins NMT most recently from the Dominican University of California having had responsibilities in both enrollment and marketing. At NMT, he will oversee the Offices of Financial Aid, Registrar, and Admission, and he is currently serving as the interim Director of Admission. He has now completed 4 weeks at NMT and has over 20 years of experience in this area of higher education – having worked at public and private institutions of all sizes – including R1 institutions as well as land grant universities. Please join me in welcoming Mr. Boulter to NMT.

4. Reports of Standing Committees.

Dr. DeVeaux requested committees to meet this year if they haven't already done so and to prepare a report. A special request was given to the Academic Freedom and Tenure Committee and their input on the proposed changes to the *Policy and Procedure for Appointment, Promotion & Tenure*.

a. Academic Advising Committee, Taffeta Elliott.

Dr. Elliott reminded faculty about the need to report students for non-attendance (to the Dean for Student Success Initiatives, Elaine DeBrine Howell; although through Dropout Detective and/or email). Instructors may also be asked for the last date of attendance at the end of the semester – so instructors should be ready with that information. Faculty could use assignments, interactions in the course, exam, quizzes, etc – attendance may be used but it is not required.

b. Budget and Research Committee, Doug Wells.

Deferred until March

c. Curriculum Committee, Isabel Morris.

Dr. Morris led the discussion of twelve curriculum proposals.

- Details pertaining to proposal 0086 were presented (changes to the accelerated masters degree in Engineering Management and minor changes to course titles and descriptions). The proposal, having come from the committee, was moved for approval. There was no further discussion. The motion was unanimously approved.
- Details pertaining to proposal 0089 were presented (new Information Systems option within the BA degree in Business Management that includes a new course). The proposal, having come from the committee, was moved for approval. There was no further discussion. The motion was unanimously approved.
- Details pertaining to proposal 0093 were presented (new minor in Renewable Energy that includes several new courses). The proposal, having come from the committee, was moved for approval. Discussion included:
 - Courses will be taught primarily by EE faculty.
 - For this program, they were using an existing prefix for renewable energy.
 Following discussion, the motion was unanimously approved.
- Details pertaining to proposal 0096 were presented (reducing the core courses required for graduate degrees in Chemical Engineering to be reduced from 7 to 4; reduction of credits from 72 to 60 beyond the BS degree for the PhD program, and several other changes). The proposal, having come from the committee, was moved for approval. There was no further discussion. The motion was unanimously approved.

5. Grad Council Report, Aly El-Osery.

a. Grad Council Minutes.

Dr. El-Osery provided an overview of the Grad Council minutes along with updates from Graduate Studies. This included:

- HED and NMCGD had no objections to the name changes of programs as long as there are no major curriculum changes. As a result, NMT may drop “with Dissertation in ...” from PhD in Chemical Engineering, PhD in EE, PhD in Mechanical Engineering. The name changes would be in effect Fall 2025 semester.
- There is a new NMT thesis/dissertation section located on the Center for Graduate Studies (CGS) website.
- To date, 12 PhDs have been conferred this academic year. Based on the submitted intents to graduate, we should be on track to graduate 20 PhDs this year. To help support students with completion, having a quiet space to write, assistance with formatting, CGS is

posting Thesis/Dissertation office hours where students can come and work in the CGS conference room. Please make sure students are aware of all the requirements and deadlines and encourage them to consult with the CGS as soon as possible.

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- CGS submitted the application to the GEM Fellowship Program that provides access to 4000 additional prospective students. The fellowship provides \$20k to qualified students of which \$16k is for stipend and \$4k for tuition/fees. But we have to ensure they have full coverage with TA or RA.
- Update on Spring 2025 enrollment. Some key points:
 - The total number of students has decreased by 8 compared to Fall 2024 but overall credits generated should be higher given the higher number of full time students.
 - There is higher enrollment compared to Spring 2024 (4% increase), higher full time enrollment compared to Fall 2024 by 7 (2% increase), and higher full time enrollment compared to Spring 2024 by 32 (12% increase).
 - We have 15 more new full time students compared to Spring 2024 (78% increase) with a 6% increase in number of full time PhD students as compared to Fall 2024.
- Update of Fall 2025 applications:
 - 75% increase by 01/15 as compared to last year,
 - We are facing challenging times that requires more effort to ensure we meet our enrollment goals: anticipated increase in the number of visa rejections, smaller undergraduate body, and fiercer competition nationally.
 - We will discuss strategies at the grad council to improve our success in recruiting.
- Finally, he encouraged departments to interview students, using the English Proficiency exam as a starting point. The assessment form, developed by Dr. Steve Simpson, that departments may use was shown

6. Council of Chairs, *Michael Jackson (MJ)*.

- a. Draft Minutes of the January 21, 2025 Council of Chairs meeting. MJ highlighted several items found in the draft minutes from the last Council of Chairs meeting.

- Minor corrections were noted in the minutes (e.g., date of the Council of Chairs meeting). • MJ emphasized the need for the campus to be good stewards of state funding and asked this information be relayed to colleagues across the campus.
- If anyone is teaching in the second session of the Summer STEM program, please consider collaborating with the UBMS program. The individual you can reach out to who may assist with this is Stephan Chase. His contact information is: Office location: Speare 133; e-mail: stephan.chase@nmt.edu; Phone: 575-835-5651.
- New Mexico Alliance for Minority Participation: Val Thomas is currently serving as our liaison to this program (Michael Voegerl [and Dr. Ryan Norris](#) did so in prior years). However, she is unable to continue in this role. If you are interested in overseeing the program (that includes overseeing scholarships, assisting with applications and inquiries, assisting with submitting DEAFs for students, connecting students with faculty mentors, assisting with on-campus recruitment efforts and campus tours for potential students

when contacted by NMSU, etc.), please contact michael.jackson@nmt.edu ~~or Also, Dr. O'Malley~~ Curtis.O'Malley@nmt.edu, the grant's PI. Dr. O'Malley noted that students may submit proposals to this program because the deadline has been extended until February 11.

- MJ shared a list of recurring and non-recurring budgetary requests that were submitted on behalf of Academic Affairs. Some were for internal funding and some were to the state as part of the legislative session.

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- We discussed block scheduling and some of the concerns about what has been discussed to date. The Council suggested the scheduling committee to develop a survey to get feedback from the campus community (faculty, students, and staff) about the idea and how it could be implemented. MJ also recommends the committee, and departments, also review whether 11 am would be the appropriate time to make the transition or if it should be later in the day (e.g., Noon).
- Reporting of non-attendance was discussed – as outlined by the Academic Advising Committee.
- Professional Development schedule was discussed for May 2025 and the next academic year. For AY 2025-2026, MJ suggested professional development activities be held on Friday, August 15 and May 2026. For Friday, August 15, the half-day in-service day could follow a schedule similar to:
 - 8:15 – 10:15 am, Title IX training, Cybersecurity training, Verifying login information, etc (break into multiple groups for different training and rotate);
 - 10:30 am – noon; Teaching Workshop;
 - Afternoon: Faculty and Staff Convocation;
 - ACT/Canvas help will be available all week.
- As a reminder, the spring semester's study day for students will be Friday, May 9. As with this semester, that week's class schedule will be M, T, W, F to balance the instructional time across types of courses (MWF and TR) to the extent possible.
- ~~Finally,~~ MJ sent an email toward the end of last semester asking departments to work with groups from across the campus. We are a small campus with limited staffing – so please be patient with one another. MJ also asked individuals to please be mindful of answering emails and responding to requests promptly.
 - ~~○ Faculty hold a special place on the campus;~~
 - ~~○ Without the faculty, there is no university;~~
 - ~~○ As a group, there is power that faculty have, more so than any other group on campus;~~
 - ~~○ with that power comes responsibility;~~
 - ~~○ Part of that responsibility is to make sure our colleagues across campus know that we recognize the importance of their respective roles to the institution's mission and in making NMT function.~~
 - ~~○ Please keep this in mind when communicating with other offices and personnel on campus.~~
- If you are asked for feedback on legislation by someone from outside NMT, please

contact Dave Manzano and Carlos Romero in advance, so they can ensure we provide feedback in a coordinated and consistent fashion. Individuals may always provide their personal feedback to their legislative representatives – but they should do so as a private citizen, without the use of university resources, and no association with the institution.

- During the 2024 Fall semester, NMT visited UTEP to explore potential collaborations, particularly in the areas of Water, Cyber, and Earth Critical Zone (as a starting point). If anyone is interested, could you please contact MJ so that we can begin making connections with UTEP. We hope to facilitate faculty and staff visits between our campuses.

b. Emeritus Policy

The emeritus policy was reviewed and there were some changes that had been included (e.g., NMT President will confer the status; Board of Regents may grant President Emeritus; number of

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years of service to NMT, with some flexibility). This document is brought forth for feedback as a 'key constituent,' after which it will go to the campus community for feedback.

Action: MJ requested the proposal be endorsed by the Faculty Senate as it had been reviewed by the Council of Chairs. There was no further discussion. The revised policy was endorsed.

c. Catalog changes

The Council also discussed catalog language related to the review of credits for students readmitted to the institution after an extended period of time. Several changes were recommended to improve the clarity and flexibility for departments. This document is brought forth for feedback and discussion. If approved, the changes will be placed into the catalog.

Action: MJ requested the proposal be endorsed by the Faculty Senate as it had been reviewed by the Council of Chairs. During the discussion, several points were raised:

- There was language added in multiple places within the catalog related to this topic – including readmitted students and transfer students.
- Dr. David Burleigh raised a concern that a ten-year period would affect some of our current students. However, MJ reiterated that it is within the department's purview for how they would like it handled, with some departments perhaps viewing longer terms as not being problematic.
- Another item was how the state would view this time limit. Dr. Bill Stone noted a key element for what the state will look at is whether we are treating transfer students the same as our students – and the answer to that is yes. MJ also noted that this time limit similar to what other institutions have.
- The catalog changes were approved, although not unanimously. MJ noted that although approved, the Faculty Senate can readily change these if we find it adversely affects students.

MJ noted that additional policy and procedures will be discussed at the next Council of Chairs meeting.

7. Old Business.

a. HLC Visit, *Richard Thompson*.

Dr. Thompson provided an update on this semester's HLC activities. Specifically, there will be reviewers

(5 are planned to attend) on campus to talk with members of the university on Monday, March 3 and Tuesday, March 4. There will be public forums, separately for faculty, staff, and students – members of the administration will not be present at these meetings. There will also be meetings for each criterion in our assurance argument that working group and committee members and chairpersons, department chairpersons, program directors, etc. will be asked to attend. These forums are an opportunity for members of the visiting team to ask questions and gather additional / confirm evidence to confirm what is in the assurance argument. NMT's assurance argument has been submitted and Dr. Thompson will be offering training sessions in February to assist with everyone's preparations. There will also be email communications about each criterion. Finally, reviewers have already asked for additional information such as syllabi, which Dr. Thompson was able to retrieve through the shared folder that we have established for the past few years.

8. New Business.

a. Enrollment Update, *Brandon Boulter*.

Mr. Boulter provided an update on enrollment. Some items in his presentation included:

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- He mentioned that he has received about 400 emails about enrollment since arriving. Where we are as an institution, where the market is, and where we need to go to grow enrollment was discussed.
- Enrollment Cliff: first-year students will now be significantly decreasing; how to leverage institution to make students aware of NMT that includes transfer students. • NM is at -21% in terms of projected enrollments from 2023 to 2041. • Therefore, we need to diversify our student population to include out-of-state students, particularly those states along with focusing on our STEM mission (which has a strong value proposition).
- Decreases among demographic interests in higher education was also discussed (e.g., fewer students going straight to college by 8% from 2016-2021; changing sentiment of studying in the US).
- Hurdles (this year): Admissions, Financial Aid, Marketing, fewer students. Next year: demographic cliff, marketing budget, filling key positions in Admissions and Financial Aid, fewer students out there but many institutions are expecting enrollment growth.
- Now they are focusing on getting and keeping students in the paid status. • Brandon asked to please let them know about where to visit at events. Some key activities include Enrollment Marketing (focused on STEM), Strategic Recruiting (in state, out-of-state), and Faculty & Alum connections to Enhance Outreach (e.g., reaching out to high school and community colleges, personal and professional networks). • Some things the Admission team will be working on include automating services (e.g., mobile optimized, communications that are not one-off) – so that we can develop the relationship with the student; department / office stabilization, with additional preparation for the next year (Fall 2026).
- Faculty integration into different recruiting activities that is planned and coordinated (e.g., outreach, visitation days).
- Advisors for early engagement with admitted students.
- Discussion included:

- The admission requirement, for test-optional students, has been reduced from 3.3 to 3.0. However, it has not been approved by the Faculty Senate. MJ acknowledged that was correct. Earlier this year, this information was sent to ASAC for their feedback but there was no action. Information was sent to them again after a recent discussion with the Faculty Senate Executive Committee. To date, no feedback has been received from the committee. The rationale though was that there was little difference in terms of performance between students with these GPAs so the GPA limit was expanded.
- HS graduation numbers have been increasing during the past several years. However, NMT enrollments have decreased. This is problematic given the upcoming enrollment cliff. Agreed – but along with focusing on recruitment, it will be critical to also focus on retention.
- Will the incoming class be around 100? There is concern that while we may have a good long-term plan, we need short-term initiatives to drive this number up. Mr. Boulter agreed and the idea is to do a number of these things to help enrollments for the upcoming fall semester.
- What is the most efficient way to get stories about our programs and students to the Office of Admission? At this time, they are not ready to receive this information. However, the Office will reach out when that information is needed.

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- When are faculty needed the most? When students reach out and want to learn more about their program – that is when faculty and departments are needed to talk about the program, where students go, what they can do and where they can go after graduation.
- Is it concerning that a number of students don't provide their intended major during the inquiry stage? No. We, and most institutions, don't require students to give a lot of personal information at the inquiry stage. That information is acquired through drip campaigns that occur over time to build up a relationship with the student to learn more about their interests.
- How do you answer questions who say 'I am interested in engineering?' Faculty advisors can help with providing answers that the Office of Admission can use.
- Outreach programs, such as Science Olympiad and Science & Engineering Fair, are a great opportunity to recruit students that we have not capitalized on. Additionally, summer camps appear to be underutilized on the NMT campus and these may be good to grow so people know about the great things that can be done and that we exist.
- For our upcoming Research @ Tech Day we currently have 47 registered students and 140 attendees. We are also attempting to finalize 60 sophomores through seniors who will arrive by bus. This program, along with several of our other programs such as Summer STEM, are being promoted through multiple avenues.
- Mr. Boulter has not had time to think about marketing at the department/major level that could enhance non-STEM programs. Dr. Haoying Wang described a prior initiative that appeared to work well. Mr. Boulter indicated he would need more time to understand this better and a key element to this is being able to differentiate NMT from other institutions.
- Have you thought about how to market to HS students based on them being individuals – recognizing that they have their own unique interests and reasons for coming to college? This is a strength of the automated communication plan.

The goal is that, based on student information, communications are customized with information pulled from our database to address the individual student.

However, this will take time to do this (up to several years if we do it ourselves).

- Will students check their email though? The Office of Admission will follow-up with students several ways: text, email, and phone call.
- Information and communications will be tested as we progress in getting our systems up and running.
- Will the recent article have any impact on recruitment? Students are likely more interested in the programs that high-level management issues.

9. Announcements.

- The Student Research Symposium will be held from April 22 – 25 in the Skeen Library.
Students will have the opportunity to participate in Oral Presentations, 3-minute Speech Competition, Poster Sessions, GSA Poster Competition, and Department Showcases. Registration is open and submissions close on March 14. Workshops will be available to help students develop their abstracts and rehearse their presentations. Please email Aga, aga.gabor@nmt.edu (or the OSL, osl@nmt.edu) if you need more information
- The Research Ethics @ NMT Series will sponsor the workshop: “Basics of Responsible Research” held on Friday, February 7, 2:30 – 4:30 pm, Skeen Library Tripp Room 212. This workshop will fulfill NSF and NIH training requirements.

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- ITC will be rolling out single sign-on shortly so that they can do multi-factor authentication. Everything, other than email, will use this. Doing so will not require the repeated change to an individual's password.

10. Adjournment.

Dr. Bill Stone made a motion to adjourn the meeting at 5:17 pm. Dr. Iain Crump seconded the motion. Motion passed.

