1.   Call to order.
Having reached a quorum the Chair called the meeting to order at approximately 4:03 p.m. by calling for a motion to approve the minutes of the last meeting.

2.   Approval of the minutes of September 4th, 2012
Bill Stone Moved to approve the minutes of the September 4th, 2012 meeting.
Anwar Hussein seconded the motion.
The motion to approve the minutes passed unanimously.

3. Announcements.

   a.   Academic Honesty Violations Reports- Mary Dezember
There have been 15 undergrad incidences of Academic Honesty Violations which have resulted in a grade change for the assignment. This number is for the full calendar year from Fall 2011 to Spring 2012. Dr. Dezember recalled one incident which was a repeated incident which resulted in a academic suspension for semester, and this lead to a notation on the student's transcript. There are currently 2 undergraduate and 1 graduate violations currently in process. There were a couple of other incidences which were not able to be pursued due to not meeting exact catalog deadlines for responding to the violation report.

   Dr. Dezember offered a reminder on what to do if a faculty member finds an incidence of academic dishonesty. The Catalog will be revised to clarify the process in the future. First the faculty member must warn the student, and nothing else is needed. If a grade change is in order, then a memo is sent to Associate Vice President Dr. Mary Dezember for undergraduates. And if the grade change is for a graduate student copy the Dean of Graduate Studies, Lorie Liebrock and Dr. Dezember. Additional details of the procedure are as follows a memo should be written which includes detected date and when the faculty member talked to student. If there is more than one incidence involving more than one student, then a memo must be written for each student. It is not allowable to mention other students in a singular student's file. Notification has to be within 10 days of discovery, within 5 days Dr. Dezember has to report back, and then invite student to meet with her and if they don't respond in 5 days, then Dr. Dezember writes to the student within another 5 days that this incident will be kept in a file. Files are kept for 10 years, so that if an incidence is by a repeat offender the penalty is higher.

   b. Faculty Mentoring Program- Sue Dunston-
There is a faculty mentoring program lunch tomorrow (10/3/2012) in Library 212 there is no set agenda, runs from 11:30-1:00pm

   c.   GSA
Travel requests should be signed by the GSA on the return from the trip if the GSA has partially funded the request.

Also, the GSA travel policy has changed to state that only requests from students of "active departments" will be funded. "Active Departments" are classified as those with a representative on file with the GSA; information is available on the GSA website.

      d.   **Corey Leclerc- introduced Hamid Rahnema, a new faculty member in Petroleum Engineering.**

      e.   **Richard Sonnenfeld- Physics Announcement**

The APS Four Corners Division is having their annual meeting October 26-27, in Workman Hall which faculty might want to send students to as over 70 proposals have received, and it would be a good opportunity to see what research is being presented. Students are $20 to register, and there are informational posters on campus.

4.   **Committee Reports.**

      a. Nominating Committee presented the Slate of Nominations and voting proceeded.

      b. Election of officers.

The Nominating committee counted ballots outside of the meeting space and the results were: Richard Sonnenfeld, Chair

          Fred Phillips, Vice Chair

           Dave Burleigh, Parliamentarian.

5.   **Old Business.**

6.   **New Business.**

An announcement was given by Brian Borchers while the votes were tabulated- The new engineering lab in Cramer 114 is set up- to schedule please contact Chelsey Zacherl and faculty are encouraged to think about using that space.

Brian Borchers and Mike Pullin presented information on the STEP grant which has been awarded. This is a $1.25 million grant funded by the NSF. The programs that are addressed are course plans that are combined under the catalogs of the Community College level and that result in a student transferring to NMT to complete the program. The course work is laid out in advance, as well as a preset point at which the student will make their transfer. There are currently five community colleges and 2 year institutions involved: Santa Fe Community College, Northern New Mexico Community College, Central New Mexico Community College, Luna Community College and Dona Ana Branch.

A Transfer and Articulation Specialist will be hired in the Registrar's office to help evaluate the transfer students' transcripts and articulate the courses which will be transferred in to NMT. This will affect faculty because the STEP grant directors and staff will be visiting with departments to see if there is a good "home" within that department for a degree program under this plan. Other findings and implications that go along with the evaluation of a potential program will arise as this process happens.

Questions were addressed on whether there will be/ has been analysis of from which schools transfer students are coming to NMT. These students are acknowledged to do better at Tech than incoming freshman, but often have wasted much of their time taking unneeded classes at a lower level, which is a problem as the students then run out of enthusiasm and money for completing their degrees. By trying to set a program in advance, and recruit students into that program, the students are far more likely to succeed. Degree

auditing and transfer evaluation software have already been purchased and will be in place by the fall.

The results of the election were presented at this time and a welcome was given by the New Chair, Richard Sonnenfeld.

7.   Adjournment.
Brian Borchers call for a motion to adjourn the meeting and by unanimous consent the meeting was adjourned at 4:26 p.m.

Respectfully submitted,
Jacoby Boles 11/1/2012