

New Mexico State University
Administrative Council Minutes
May 11, 2010

1. Minutes of April 13, 2010

The minutes of April 13, 2010 were approved as distributed.

Old Business

No items.

New Business

2. Naming Requests [Nick Franklin]

Nick Franklin asked Justin McHorse to brief the Council on the request to **change the name of the Native American Cultural Center to the American Indian Student Center**. Justin said Native American refers to all of the indigenous people of the United States and its territories. American Indian refers to the lower 48 contiguous states. Both are federal terms. To be synonymous with the American Indian Program, they felt it was appropriate for the center to be named the American Indian Student Center. Cultural Center implies a place where the public expects that events be readily available for their viewing and participation. The intent of this center is to provide a learning environment for our students that will help with their transition to NMSU and improve the retention, persistence and graduation of our American Indian students. The Council approved the request as presented.

Nick asked Garrey Carruthers to brief the Council on the second request. Garrey said the Arrowhead Center Board requested that a one-mile stretch of road within the Arrowhead Business and Research Park currently named Payne Street, Middle Road and the new road construction be named **Arrowhead Drive**. Garrey said Payne Street is an old City of Las Cruces road. The city does not have any concerns with this request. Middle Road is just a placeholder name. The new Arrowhead Drive would run from Triviz, near the Pan American Center, to Sam Steel. The Council approved the request as presented.

3. Faculty Senate Propositions [Chris Erickson]

Chris Erickson gave a brief overview of the following propositions that had been approved by Faculty Senate and were brought to this council for approval at the June meeting.

11-09/10 Amend Undergrad Catalog for Student Participation in Extracurricular Activities While under Academic Warning & Academic Probation: This proposition has been discussed very thoroughly by Faculty Senate, ADAC & ADC. The intent of the proposal is to allow students on academic warning or academic probation to participate in extracurricular activities, which are an effective way to engage students and help improve their academic performance. In some cases the NMSU standard is less strict and in some cases it is stricter than NCAA rules with the stricter requirement being binding.

14-09/10 Modify the Faculty Grievance Policy to Replace University Appeals Board & Review Board of Faculty Salary Increase/Performance with Faculty Grievance Review Board: This proposition combines the two existing boards into one new board,

streamlines the grievance process by eliminating duplication among review boards, and clarifies what is and is not grievable.

19-09/10 Non-work Related Use of University Resources: Shaun Cooper said this change applies to the use of the university's resources and services for non-work related purposes and also deals with sexually explicit material. The policy has been reviewed by Employee Council and ADC.

20-09/10 Technical Changes to Proposition 10-09/10 Summer Compensation: This proposition clarifies that compensation for summer research is calculated consistent with federal regulations. Bruce Kite and D'Anne Stuart recommended that this policy be voted on at this meeting since the summer session will begin soon. D'Anne said the current policy allows the EVP/Provost to make exceptions. The Council approved the policy as presented. However, Dr. Couture said she does not want to adopt policies before they are ratified by the Regents. Therefore, the waiver policy is in effect until this policy is ratified by the Regents.

4. Policy 2.95 Parking & Traffic Regulations [Angela Throneberry/Tammy Anthony]

Angela Throneberry reviewed the recommended changes as highlighted in the revised policy. Tammy Anthony said the increase in the cost for a second faculty/staff permit from \$140 to \$225 was recommended by a task force after determining that approximately 900 multiple faculty/staff permits had been issued and it is believed some of the second permits were provided to students allowing them to park in already crowded faculty/staff lots. Another change recommended by the task force involves the dismissal of citations. The revised policy allows a citation to be reduced to warning or dismissed if the recipient has not had a citation dismissed or reduced to warning within the prior two years and presents the citation to the NMSU Parking Department within five business days of the citation. If the citation was issued for not having a permit displayed, the recipient may elect to have the citation reduced to a warning if the recipient purchases a permit and is eligible to purchase such a permit.

Dean Titus asked if the policy could reference a published fee structure rather than indicating the specific dollar amount. Bruce said the policy and fee structure would still need to be approved by the Regents yearly.

Dr. Couture asked the Council to forward any recommended changes or concerns to Angela. She asked Angela and Bruce to work on distinguishing policy from the fee table.

5. Policy 9.33 Vehicle Assignment Policy [Angela Throneberry/Tammy Anthony]

Angela Throneberry said the proposed changes in this policy are very minor as indicated in the revised policy. This policy will be considered for approval at the June meeting.

6. Policy 9.34 Fleet Asset Management Program [Angela Throneberry/Tammy Anthony]

Angela Throneberry said the proposed changes in this policy are for clarification and reflect the change in the scope of the program and responsibilities of the administrator. The leased vehicle option has been eliminated. Vehicles can now be rented from local agencies. This policy will be considered for approval at the June meeting.

7. Policy 9.35 Transportation Services-Rental/Lease [Angela Throneberry/Tammy Anthony]

Angela Throneberry said the proposed changes to this policy are minor as indicated in the revised policy. This policy will also be considered for approval at the June meeting.

President Couture reminded the Council that it is their responsibility to ensure that units under their purview are not unduly affected by any proposed changes in a negative way. Once policies are ratified by the Regents, the hope is that the changes have been reviewed and well communicated.

University-wide Information/Announcements

8. Budget Process [Barbara Couture]

President Couture said she still plans to have a set of recommended administrative budget reductions by June 30. Academic budget reductions will be considered in the fall. One challenge is that there are some areas where administrative and academic appointments tend to cross. Dr. Couture will review the reductions proposed by the deans and other administrators with Jennifer Taylor and Jay Jordan before taking those proposals to the University Budget Committee. The Legislative Finance Committee has indicated that further budget reductions are likely this fall. So it is important that we proceed with the budget reduction plans. She thanked the deans and directors for their work on the proposals.

Dr. Couture said she is putting together an Efficiency and Effectiveness Committee. She has asked various groups for recommendations of individuals to serve on the committee, which will be made up of faculty, administrators, and individuals from outside the university who have experience with efficiency and effectiveness in quite different settings. We are looking for high level strategies that would allow us to investigate how that strategy might be implemented at NMSU. She has discussed the committee structure with the President's Council and University Executive Committee. The overall design of the committee will be presented to this Council at an upcoming meeting.

9. Faculty Senate Propositions [Chris Erickson]

Chris Erickson said these policies are academic in nature and are being brought to the Council for information purposes. Proposition 15 allows **full college professors** to obtain emeritus status entitling them to specified benefits including ID cards, email accounts, and an on-campus office if available, requested, and approved. Propositions 16 and 18 are new academic degrees that will require Regents approval and approval outside the university.

15-09/10 Proposal to Modify University Policy on Emeritus Status

16-09/10 Proposal for Graduate Degrees in Water Science & Mgmt

18-09/10 Bachelor of Science in Food Science & Technology

10. Audit Risk Survey Results [Brenda Shannon]

Due to time constraints, this presentation was postponed until the next meeting.

Updates

11. Interim Executive Vice President/Provost Update [Jay Jordan]

Jay Jordan did not have an update.

12. Faculty Senate Update [Chris Erickson]

Chris Erickson introduced Mark Andersen, new Faculty Senate Chair.

- 13. NMSU Employee Council Update [Roseanne Bensley]**
Roseanne Bensley said they will be able to save approximately \$2,000 by having some of their out-of-town members participate in their monthly meetings by two-way video conference rather than attending in person.
- 14. ASNMSU Update [Travis Dulany]**
Travis Dulany did not have an update.
- 15. Graduate Student Council Update [Paul Kuhns]**
Paul Kuhns was not able to attend.
- 16. Athletics Update [Mac Boston]**
Mac Boston said the WAC Softball Tournament at NMSU begins tomorrow. Mac invited the Council to hear WAC Commissioner Karl Benson speak tomorrow about possible conference realignment.

Other:

President Couture thanked the Council for their participation in the **search for an EVP/Provost and an Arts and Sciences Dean**. She said she read every recommendation received and hopes to make announcements soon. A new requirement for future searches will be that comments not be anonymous as there is not a way to be sure a comment is in fact from the group indicated or that multiple comments have not been submitted by one person. We also need a method by which individuals feel secure in revealing their identity.

Dr. Couture thanked those who made **presentations to the Legislative Finance Committee (LFC)** during their meetings at NMSU. In her remarks to the LFC, Dr. Couture mentioned our budget process, progress on our initial objectives, and her response to Higher Education Secretary Vi Florez' survey on improving the climate for higher education in the state and what we need to do. That response will be posted on Dr. Couture website. She also mentioned areas where we can set some new goals for our progress that create an expanded vision for our "Living the Vision" document.

Next Meeting: Tuesday, June 8, 2010, 8:30 a.m., Corbett Center, Colfax Room #210