

University Administrative Council Minutes
Tuesday, February 14, 2012
Corbett Center/Colfax Room

Barbara Couture, Tilahun Adera, Judy Bosland, McKinley Boston, Garrey Carruthers, Felicia Casados, Lowell Catlett, Vimal Chaitanya, Shaun Cooper, Roberta Derlin, Austin Graham, John Gratton, Glen Haubold, Maureen Howard, Margie Huerta, Cheri Jimeno, Ricardo Jacquez, Bruce Kite, Mike Kirk, Linda Lacey, Fred Lillibridge, Bernadette Montoya, Mike Morehead, Stu Munson-McGee, Dennis Prescott, Ricardo Rel, Christa Slaton, D'Anne Stuart, Angela Throneberry, Elizabeth Titus, Susan Waldo, Wendy Wilkins, Jeff Witte, Ben Woods, (ex-officio) Ross Justus and Ruth Prescott (Substitutes are welcome when members cannot attend.)

I. Call to Order

II. Consideration of Minutes from January 10, 2012 Meeting

- a. The minutes of the January 10, 2012, meeting were approved as distributed.

III. Old Business

- a. The minutes of the December 13, 2011, meeting were approved as distributed.

IV. New Business

- a. Policy 8.40.10 – Ineligibility for Rehire – Ms. Anderson introduced the revised policy which seeks to make the policy consistent with related institutional policies and clarify the circumstances under which an individual would not be eligible for rehire at NMSU. The policy will be presented for a second read and vote at the March Administrative Council meeting.
- b. Policy 9.20 – Mr. Kite presented a revision to the Real Estate policy that would delegate authority from the Board of Regents to the President for certain real estate transactions. In addition, the draft also codifies the Board of Regents' Real Estate Committee. Mr. Kite noted that the proposed revisions are presented at the request of the Board of Regents. He asked for a motion/vote to approve the draft policy. Ms. Throneberry asked that Assistant Vice President for Facilities be designated within the language of the policy as a staff liaison to the Board of Regents' Real Estate Committee. A motion to approve the policy with the staff liaison addition was made, seconded and approved.
- c. Dr. Prescott presented a proposal recommended by the College of Arts and Sciences and endorsed by the University Naming Committee to name the Nuclear Magnetic Resonance Room in honor of Professor Walter Lwowski, an internationally renowned organic chemist. Following discussion, a motion to rename the facility the "Professor Walter Lwowski Nuclear Magnetic Resonance Facility was made, seconded and approved.

V. University-wide Information/Announcements

- a. Dr. Carruthers presented a draft strategic plan for the Vice President for Economic

Development, a plan developed at the request of President Couture that is designed to bring substance to one of her seven goals, to be the economic engine for New Mexico through linking and strengthening our research and economic development partnerships. Vice President Carruthers gave a brief overview of the process and substance of the draft plan and asked that the Administrative Council review the document and provide feedback/comments to him by March 1. The document will be available on the Vice President for Economic Development and Presidential webpages.

- b. Dr. Cooper announced an external review of the university's information technology services that will be conducted by Moran Technologies. The scope of the review, as requested by President Couture, will include matters of organization, governance, funding, and other related matters.
- c. Dr. Cooper also reported on an effort to eliminate the use of the label "Banner ID" on all printed and electronic documents and instead utilize the more accurate description, "Aggie ID." His office will lead this effort which is expected to take approximately two years.
- d. Mr. Abernathy presented an update on the annual property inventory effort noting that March 1 is the deadline for offices to provide final inventory information to his office. He will present the inventory report to the Board of Regents at its May meeting.
- e. Mr. Haubold announced a routine maintenance project during the week of spring break that will result in a series of planned steam outages. Facilities and Services will monitor the weather leading up to planned commencement of the project and be prepared to modify the plan as necessary based on unforeseen weather circumstances.
- f. Mr. Kirby provided an update on the various campus construction projects. Of particular interest were the following reports: the Center for the Arts is on schedule to be substantially complete in December, 2012; the chilled water satellite plan is approximately 50% complete; the Arrowhead road expansion project is about 95% complete; the two Dona Ana East Mesa projects are on schedule for completion by August, 2012; and the final two buildings of the Chamisa Village Phase II project will be completed in March for occupancy in August, 2012.
- g. Dr. Campos provided a report on Alumni Association activity and upcoming alumni events. She also announced that the Association is currently undergoing a self-study and working to re-engage alumni chapter activities.

VI. Updates

- a. President's Update – the President congratulated the Provost, Vice President for Economic Development and Vice President for Research for working so closely together on their respective strategic plans. She also commended Vice President Prescott for his leadership in the effort to re-engage an alumni/friends calling effort. The President mentioned the continuing efforts underway with ASNMSU and Faculty Senate on the fractional grading proposal. She also reported on the governmental affairs efforts in Santa Fe and complimented Government Relations, NMDA and others for the very clear, unified NMSU message communicated to the elected officials. Finally, the President introduced the new President of NMSU Carlsbad, Dr. John Gratton.
- b. Executive Vice President/Provost Update – the Provost noted a disconcerting downward trend in enrollment. She hopes to learn more from the colleges about what, in particular, may account for

the drop in graduate enrollment. She also mentioned the on-going search for the Associate Provost for International Programs and that she hopes to have finalists on campus during April. Next, the Provost reported that the newest version of Building the Vision will be posted later in the week and that she will present the document to the Board of Regents as an informational item at its March 12, 2012, meeting. Finally, she reported on a partnership effort with the University of New Mexico and the University of Texas at El Paso to enhance student success in the Rio Grande valley.

- c. Faculty Senate Update – Dr. Munson-McGee reported that the revised fractional grading proposal has passed through the Faculty Senate and that the body is working on draft legislation in support of the position that summer compensation should be included in nine-month employees' total earnings for retirement purposes. In addition, the Senate is developing revisions for the faculty discipline policy, has implemented SKYPE conferencing ability for committee meetings (not regular meetings), and has requested a Provost review of the Associates of Science in Engineering degree.
- d. NMSU Employee Council Update – Dr. Lillibridge reported that the Employee Council has a new slate of officers who are already at work on several initiatives, including planning for the all-employee picnic scheduled on October 10, reconstitution of the employee golf league, consideration of the feasibility of an employee financial wellness program, and a consideration of ways to invigorate attendance at various employee recognition programs.
- e. ASNMSU Update – President Graham reported that the student fee review board has concluded its work, memorials have been passed by both New Mexico houses in support of the lottery scholarship, the Big Event is scheduled for March 10, and the Spring Fling is scheduled for March 12. He also reported that a resolution in support of the fractional grading proposal is working its way through committees and will be presented to the full Senate during the week of February 20. Elections are scheduled for March 6 – 9. Lastly, President Graham reported that ASNMSU is reviewing the academic misconduct policy in consultation with the Office of General Counsel.
- f. Graduate Student Council Update – President Kirk announced the Graduate Research and Arts Symposium scheduled for March 12 – 14 has over 150 registrants. He also reported that the Graduate Student Council is working to consolidate information on funding for graduate students to attend national conferences, and working to codify where the Graduate Student Council exists within the university structure.