

Minutes
University Administrative Council
Tuesday, July 10, 2012 @ 8:30 a.m. – 10:00 a.m.
Corbett Center, Colfax Room 210

Attending – Barbara Couture, Dorothy Anderson, Judy Bosland, McKinley Boston, Tammie Aragon Campos, Garrey Carruthers, Felicia Casados, Lowell Catlett, Vimal Chaitanya, Shaun Cooper, Roberta Derlin, Greg Fant, Lori Gobble, John Gratton, Glen Haubold, Steve Hottman, Maureen Howard, Margie Huerta, Ricardo Jacquez, Cheri Jimeno, Ross Justus, Bruce Kite, Linda Lacey, Fred Lillibridge, Bernadette Montoya, Michael Morehead, Stu Munson-McGee, Dennis Prescott, Ruth Prescott, Ricardo Rel, Christa Slaton, Breeana Sylvas, D’Anne Stuart, Angela Throneberry, Elizabeth Titus, Tia Upchurch, Susan Waldo, Wendy Wilkins, Ben Woods. (Substitutes are welcome when members cannot attend.)

I. Call to Order – In the President’s absence from campus attending to university business, the Executive Vice President and Provost Wilkins convened the meeting at 8:30.

II. Approval of May 8, 2012, Meeting Minutes

The minutes of the May 8, 2012, meeting were approved as submitted.

III. Old Business

IV. New Business

A. Establishment of Aggie Memorial Stadium Gate Naming Levels – On behalf of the Naming Committee, Dr. Carruthers presented an Athletics Department recommendation that proposed contribution levels for the right to “name” gates at the stadium. Following discussion, a motion was made, seconded and approved to accept the recommendation of the Naming Committee to adopt the contribution levels.

V. University-wide Information/Announcements

A. Proposed Enrollment Management Committees – Dr. Montoya introduced two new enrollment management committees. One committee will focus on system-wide enrollment related issues while the other committee will be responsible for the implementation of any proposed changes related specifically to the Las Cruces campus. The system-wide committee will include committee members from Las Cruces and the community colleges. Provost Wilkins encouraged the community colleges to develop their own implementation committees. She did note that Dona Ana already has a committee in place for this purpose.

B. Proposed ICT Project In-Take Process – Dr. Cooper introduced a new process designed to track IT projects. In the new process, initiators will identify a business-related need and in consultation with ICT and others work to determine whether the business need correlates with institutional priorities and whether the budget exists to bring the IT proposal alive.

C. Update on GO Bond Strategy – Mr. Rel and Ms. Saltman reviewed basic information

regarding the upcoming GO bond election and supplied talking points for members of Administrative Council to use in appropriate settings at which the GO bond election might be discussed. Dean Titus reminded the group that there is a separate library GO bond. Mr. Rel indicated that the power point presentation that outlined the merits of the bond beneficiaries would be placed on the Office of Governmental Affairs webpage. Mr. Rel mentioned that he is also working with ASNMSU leadership on getting information regarding the bond package to the students. It was also noted that DACC student government is working to undertake a voter registration effort.

- D. Proposed University Teaching Council – Drs. Derlin and Gray announced the establishment of a University Teaching Council designed to parallel the University Research Council. The UTC will foster excellent teaching and learning and will provide a faculty voice on matters pertaining to teaching and learning. Though the UTC will not be a policy-making body, it will seek to offer advice to the Provost on policies, procedures and services that affect teaching and learning. The UTC membership will include representation from each college (two members from the College of Arts and Sciences), Graduate School and each community college. The Faculty Senate and Committee for Scholarly Teaching will each appoint a member. Dean Titus requested representation from the Library. A call for nominations will be issued shortly and the Provost hopes to kick off activities of the UTC in the fall.
- E. Efforts to Improve Safety Culture at NMSU – Ms. Doolittle presented information regarding a series of high profile incidents at college and university laboratories resulting in death, serious injury and major property damage. These incidents have captured the attention of the press, the public, regulatory agencies and, for the first time, the U.S. Chemical Safety Board. In another first, she noted that a university and principal investigator have been charged with criminal offenses related to a fatal laboratory accident. Ms. Doolittle indicated that it appears to regulatory agencies (and now criminal prosecutors) feel that universities are lax and inattentive when it comes to lab safety. The press has even described an “epidemic” of serious safety issues and report incident rates much higher than in the private sector. Ms. Doolittle will be working with the appropriate deans, department heads, faculty, and principal investigators to assure attention to these critical matters at all levels of NMSU through appropriate policies and training. She also noted that her office is partnering with the Department of Chemistry to develop a mandatory lab safety course. She encouraged the deans to work with department heads to establish safety committees as a way to further communicate institutional requirements to individual faculty.
- F. Update on Alumni Activities – Dr. Campos provided a brief update on various alumni events and activities. She also announced that with the May 2012 graduates, all alumni will have a life-time NMSU email account established. She also announced a new partnership with Barnes and Noble for discounts on on-line purchases. A new outreach membership campaign is targeting how alumni can “give back” to NMSU in a way that works to assist with student success. The goal is to increase contributions to the Centennial Scholarship program.

- G. Update on Centennial Field Day at Leyendecker – Dr. Carillo reviewed the Centennial and Sesquicentennial events planned for the Field Day at Leyendecker on August 25. He described the marketing efforts underway to promote the day’s events.

VI.Updates

- A. President Update – President Couture is away on university business.
- B. Executive Vice President/Provost Update – Provost Wilkins announced that she will be scheduling meetings with each of the deans and their faculty as a way to highlight information regarding the budgeting process. She is also planning to meet with the deans and their respective leadership teams to discuss the upcoming strategic planning process.
- C. Faculty Senate Update – Dr. Munson-McGee reported that the Faculty Senate is working to resolve the underlying voting issues that resulted in the invalidated election process during the spring. He announced that new ballots will be distributed on August 20, votes counted on September 5 and new Faculty Senate leadership scheduled to be announced on September 6.
- D. NMSU Employee Council Update – Dr. Lillibridge reported that much attention will be given to soliciting faculty to run for employee council vacancies. He mentioned that the elections will be held in December for three-year terms. He also mentioned that the solvency of the ERB is of significant concern for the Employee Council and that they would be working on ways to encourage statutory efforts to address potential shortages in the ERB.
- E. ASNMSU Update – Ms. Sylvas provided a brief report on efforts to improve the election code and on “students Serving Students” fund-raising efforts.
- F. Graduate Student Council Update – Ms. Upchurch is the new Graduate Student Council (GSC) representative to Administrative Council. She reported that GSC intends to work closely with the Graduate School on efforts to improve retention and graduation rates and on the broader topic of graduate student engagement. They hope to find ways to involve distance learning students in various GSC activities. This is an important effort since eligibility for GSC travel support is contingent upon participation in GSC meetings.

Next Meeting: **Tuesday, September 11, 8:30 a.m.**, Corbett Center, Colfax Room #210