

**New Mexico State University  
Administrative Council Minutes  
October 12, 2010**

**1. Minutes of August 24, 2010**

The minutes of August 24, 2010, were approved as distributed.

**New Business**

**2. Proposition 02-10/11 Amendment to Policy 5.15.50 Appointments-Postdoctoral [Mark Andersen]**

Mark Andersen said a postdoctoral appointment is a classification for individuals who are exemplary scholars, who have recently been awarded a doctoral degree, but who wish to continue their education and research under the direction of a professor. The revised policy removes the requirement to advertise a position; allows the appointment to be renewed annually not to exceed a total of five years, absent an exceptional circumstance; clarifies termination during the term; clarifies which grievance procedure applies; and clarifies benefit eligibility.

The Faculty Senate will ask that this policy become effective upon approval of the Board of Regents rather than July 1 as specified in the Faculty Senate constitution. Mark said they are also working on modifications to the Faculty Senate constitution that would allow future policy changes to become effective upon approval of the Board of Regents.

Beth Titus asked how an individual would know that a position is open. Wendy Wilkins said in many cases the research is such that there is no need for a search. Where there is a need for advertising, there will be a search; however, many positions are filled by an informal solicitation to institutions with strong programs in the areas of need.

The policy was approved as presented.

**University-wide Information/Announcements**

**3. Introduction of Carlos Clark, Financial Aid Director [Carmen Gonzales]**

Carmen Gonzales introduced Carlos Clark, our new Financial Aid Director.

**4. Budget Reduction Timeline/Communication [Barbara Couture & Jennifer Taylor]**

President Couture said a memo was sent to Las Cruces faculty and staff yesterday regarding the academic budget reduction plan. Dr. Couture said a 7.9 percent reduction was taken from the administrative budget cuts with the hope that we could take a smaller amount out of the academic areas. However, since that time, state revenues have decreased and the Governor further reduced all state agency budgets by 3.2445 percent resulting in another budget reduction of \$3.7 million bringing the total reduction to \$16 million. When the Regents approved our budget strategies last spring, they approved setting aside a \$1.5 million contingency for reallocation and \$1.7 million for equity compensation or to deal with a future budget reduction. When we received the additional budget cut of 3.2445 percent, we had to pay that amount right away, so we took the savings we had set aside in order to do that. The academic budget reduction process will allow us to replenish those two categories and will allow us to set aside a little money to protect against further reductions next year. Senator Jennings has mentioned the possibility of another 2 percent rescission across the state, so further cuts could still be coming this year. The revenue projection for October is expected to be released on October 22 with another revenue projection in December. The December projection will be as a basis for the fiscal year 2012 budget.

Jennifer Taylor said University Budget Committee hearings will be scheduled the last week of October for those who wish to address the committee with their concerns. Once the budget is approved by the University Budget Committee and President Couture, we will be in a position for Dr. Wilkins to visit with the deans about filling faculty positions. Wendy said, unfortunately, the deans' needs to fill faculty positions far exceed the available funding. We may be looking at 8-12 faculty lines once the projected costs of searching and filling those lines are determined. Approximately 12 positions were released earlier in the semester. With these additional positions, we will have opened up approximately 20 positions for rehire.

Dr. Couture said the New Mexico Council of University Presidents and our University Executive Council have been preparing a set of strategies for the Legislative Session that would position us for the best possible affect this year. Our main focus will be to prevent further budget reductions. One of the strategies we will present is a revision in the funding formula that would allow us to receive a more fair distribution in the enrollment portion of the budget. We are also working on adjustments to the current funding formula. It is also possible that the Legislature and/or the new governor will want to put other kinds of constraints or conditions on the awarding of budgets to higher education, such as a performance indicator.

Our number one compensation issue is the 2 ½ year lag in the application of the Mercer study to staff salaries. The second issue is to find a way to provide additional compensation to faculty. Third is to establish a competitive program, to be reviewed by the UBC in spring, for the distribution of additional money to colleges and other units. Additional funds were also promised to Student Success for enrollment management.

Dr. Couture said the administrative budget reduction resulted in approximately 67 positions cut with no layoffs. There are no layoffs in the academic reduction plan either. Approximately 93 percent are vacant positions. Those that are occupied are being transferred to other sources of funding. Dr. Couture thanked everyone for their work on this challenging process.

#### **5. United Way [Shaun Cooper]**

Shaun Cooper said he is the chair of the 2010 United Way fund drive. Policy 2.70 allows the solicitation for donations to this community fund drive annually. This year, we are conducting our campaign in unison with our community colleges. The enhanced web interface allows participants to select which campus campaign they would like to donate to. In just the last four days, we have raised \$5,000 electronically in the campaign.

The web interface is located at <http://nmsu.edu> and at <http://my.nmsu.edu>. On-line pledges can be for a one-time donation or for a designated number of pay periods through payroll deduction. Pledge forms can also be submitted manually. Donations of any amount are appreciated.

#### **6. Groundbreakings & Ribbon Cuttings [Ben Woods]**

Ben Woods told the Council that President Couture has asked that all groundbreakings, ribbon cuttings, grand openings, etc. be coordinated through her office to ensure that the appropriate individuals are available to be recognized and that appropriate representatives from the administration are available to participate in the event. Ben will be the liaison with the Board of Regents as the ceremonies are planned.

#### **7. Leadership Conference [Glen Haubold]**

Glen Haubold said he was asked to teach a training session for new managers and supervisors on Communications, Leadership, and Change Management at the Central Region Annual Conference in Lincoln, Nebraska.

One section of the class was on motivation. Glen said it was hard to keep the discussion positive because everyone kept coming back to budget concerns. The class was having a hard time believing that there are other motivational drivers besides money.

Legendary Football Coach, Congressman and Athletic Director Tom Osborne was the keynote speaker on the last day. He gave a very well received talk about transformational leadership based on principles and values. Tom told how he had visited with his predecessor, Bob Devaney, a legendary coach in his own right, shortly before he passed away. Devaney had one question for him. It wasn't about football, or the national championships, or fame or fortune. It was, "Do you think I made a difference?" OFS believes in the importance of leadership training and professional development to help improve interactions and communications with our employees and other administrators. Sometimes we forget what is really important and that we, as leaders, have an opportunity through our interactions to make a difference for our employees every day.

#### **8. Benefits Program Review [Jennifer Taylor]**

Jennifer Taylor briefed the Council on a memo that will soon be sent to faculty and staff regarding a comprehensive review of our benefit program to ensure that we are providing competitive and valuable benefits to our employees at an appropriate cost. One of the top priorities will be to analyze our medical and dental plans to determine if moving from the current state plan to a self-funded plan would be beneficial to NMSU. Through a competitive bid process, Mercer has been selected to assist with the review. Later this month, Employee Benefits will send out a survey to gather feedback from our benefit-eligible employees on what benefits are the most important to employees and how satisfied they are with the current plans. Other benefit programs, such as tuition reimbursement, life, disability, paid time off, retiree medical plans and retiree benefits will also be assessed for later implementation. Jennifer encouraged members to complete the survey to assist with future decisions regarding our benefit programs and to encourage their staff to do so too.

#### **Updates**

#### **9. Executive Vice President/Provost Update [Wendy Wilkins]**

Wendy Wilkins said tenured faculty members at NMSU were sent a letter inviting them to participate in a survey focused on job satisfaction. The survey is part of a national program called COACHE, the Collaborative on Academic Careers in Higher Education. The survey results will be used to spot areas of success and concerns, to compare ourselves with other institutions, and to look for ways for improvement.

We are launching an initiative, the Department Head Academy, to focus on professional development for unit level leadership. Quality academic leadership at this level is critically important for faculty member career success.

#### **10. Faculty Senate Update [Mark Andersen]**

Mark Andersen said the Senate leadership is considering ways in which the Senate might provide a focus of faculty advocacy for the university library, such as forming a faculty library advisory committee or other "advise-and-consent" body.

At last week's meeting, the Senate passed a memorial endorsing the process that was approved by the Faculty Senates of UNM and NM Tech for suggesting nominees for non-student regents to the governor. In the near future, the Senate will discuss the composition of an ad hoc committee that will forward nominees to the governor. The process developed at UNM does not include student or staff representation on the committee; however, our Senate leadership feels this is important.

#### **11. NMSU Employee Council Update [Roseanne Bensley]**

Roseanne Bensley encouraged members to nominate employees for voting positions on the

Employee Council to replace members whose terms are expiring. Nominations will be accepted from October 15-30. Roseanne also invited members to attend the Roberts Award Ceremony on October 14 when Jarma Holguin from the Manufacturing Technology and Engineering Center will be recognized.

**12. ASNMSU Update [Travis Dulany]**

Travis Dulany said students are busy preparing for Homecoming. Nominations for King and Queen can be submitted on their website. He encouraged members to attend the Bonfire on Thursday evening and the Homecoming parade on Saturday morning.

**13. Graduate Student Council Update [Lisa Jo Elliot, VP]**

Lisa Jo Elliott invited members to the Gradulicious fall mixer for graduate students at the Fulton Center on October 21. The Graduate Research and Arts Symposium is scheduled March 1-2. Lisa asked for the deans' help in getting faculty to serve as judges for this event. The link to sign up is [http://web.nmsu.edu/~wwwgsc/gras/judge\\_registration.html](http://web.nmsu.edu/~wwwgsc/gras/judge_registration.html).

**14. Athletics Update [Mac Boston]**

Mac Boston said he enjoyed the Aggies win over Lobos in football on Saturday. He invited members to contact his office if they are interested in a tour of the new coaches' office building. The Western Athletic Conference is considering other schools for membership in the WAC with the departure of Fresno State and the University of Nevada at Reno in 2012.

Next Meeting: Tuesday, Nov. 9, 2010, 8:30 a.m., Corbett Center, Colfax Room #210