

**University Administrative Council Agenda**  
**Tuesday, May 14, 2019**  
**8:30 am–10:00 am**  
**CCSU Senate Chambers, Room 302**

- |           |   |  |                              |
|-----------|---|--|------------------------------|
| <b>1.</b> | <b>Call to Order</b>  |  | President Floros             |
| <b>2.</b> | <b>Introductions</b>  |  | President Floros             |
| <b>3.</b> | <b>Approval of Minutes – April 9, 2019</b>  |  | President Floros             |
| <b>4.</b> | <b>Old Business (Second read)</b>   |  | University General Counsel   |
|           | a. Requirement for Non-Quantitative Student Course Evaluations incorporated into ARP 9.20-pre-AY18/19 Faculty Performance Evaluation, ARP 9.31 – Annual Performance Evaluation – Regular Faculty and ARP 9.36-Faculty Post Tenure |  |                              |
|           | b. Revised Appendix B to ARP 4.81-Degrees, Majors, Minors and Other Academic Programs of Study to modify the approvals required for certain community academic credentials.   |  |                              |
| <b>5.</b> | <b>New Business (First read)</b>  |  | University General Counsel   |
|           | a. Proposal to revise ARP 6.85 – Staff Work Schedules [recommendation to shorten review period to May 30, to return to UAC June 11 for 2nd read]  |  |                              |
|           | b. Proposal for new ARP 14.05 – Administrative Office Hours [companion revision to above; recommendation to shorten review period to May 30, to return to UAC June 11 for 2nd read]   |  |                              |
|           | c. Proposal to revise Catalog Effective Period from six years to eight years  |  |                              |
|           | d. Proposal for new ARP 15.25- IT Investigations  |  |                              |
|           | e. For Approval:  |  |                              |
|           | i. Bud and Sharon Waters Civil Engineering Media Room   |  | Lakshmi Reddi                |
|           | ii. Rio Grande Jewelry and Metalsmithing Studio   |  | Enrico Pontelli              |
|           | iii. Glenn and Sally Cutter Drawing Facility  |  | Enrico Pontelli              |
|           | iv. Honorable J. Paul Taylor Sculpture Facility   |  | Enrico Pontelli              |
| <b>6.</b> | <b>University-wide Information</b>  |  |                              |
|           | a. Global Music Rights  |  | University General Counsel   |
|           | b. HLC Criteria Teams   |  | Shelly Stovall               |
|           | c. SAEM presentation about Youth Camps and process for May UAC  |  | Renay Scott, Phillip Johnson |
|           | d. University Boards Update   |  | Lenny Martinez               |
|           | e. FY20 Budget  |  | Andy Burke, Kim Rumford      |
| <b>7.</b> | <b>Updates</b>  |  |                              |
|           | a. ASNMSU   |  |                              |
|           | b. Graduate Student Council   |  |                              |
|           | c. Chancellor   |  |                              |
|           | d. President  |  |                              |
|           | e. Provost  |  |                              |
|           | f. General Counsel – General Advice   |  |                              |
|           | g. Faculty Senate   |  |                              |
|           | h. Athletics  |  |                              |
|           | i. Employee Council   |  |                              |
|           | j. University Advancement and Alumni  |  |                              |

**Next Meetings**

- UAC, June 11, 2019, 8:30am- 10:30am, CCSU Senate Chambers
- Academic Administrators Training: June 6, 8:00am- 5:00pm; July 25, 8:00am- 5:00pm; August 6, 8:00 am- 5:00pm

## University Administrative Council Minutes Tuesday, April 9, 2019

### Announcements to share from UAC

- **Communications with elected officials:** When elected officials and their staff direct contact faculty and staff, please keep the office of Governmental Relations informed
- **Scooters:** The rule about scooter use is available for comment on the Policy and Rule Proposal Sharepoint site at <https://eltnmsu.sharepoint.com/sites/gencounsel>
- **Letters of Support:** Anybody needing a letter of support should include with the request documentation that the department and dean support the project
- **Academic Administrators Workshop (required for academic administrators)**
  - June 6, 8:00am- 5:00pm
  - July 25, 8:00am- 5:00pm
  - August 6, 8:00 am- 5:00pm
  - Register at <https://provost.nmsu.edu>

### 1. Meeting was called to order at 8:35

### 2. Introductions: No introductions

### 3. Minutes were approved as distributed

### 4. Old Business

- ARP 16.86 Traffic and Parking Regulation for Community Colleges
  - Moved to pass, seconded; Recommended for approval
- ARP 16.21: No trespass directive
  - Rule expands authority for who can issue bans, allowing flexibility when the university is closed
  - Moved to pass, seconded; Recommended for approval.

### 5. New Business

- ARP 11.10 Research Oversight and Risk Management
  - Move to expedite review and recommend approval, seconded; Recommended for approval
- ARP 14.92 Sales and Solicitation
  - Revision addresses request to allow electronic kiosk that will provide information to the city. Requires sign off by campus planning, VPSS
  - Can also include information on the University Avenue shopping district
  - Moved to expedite and approve: Recommended approval.
- ARP 5.05 Student Grievance Procedures
  - This satisfies a SARA requirement, which allows for reciprocity in state distance education programs. Governor Lujan Grisham requested that we do this.
- ARP 16.85 Parking and Traffic Regulations "Scooter Rule"
  - Revision allows for impoundment

### 6. University-wide information

- Legislative Post-session report
  - Legislation lacking an effective date goes into effect on June 14
  - Capital outlay finds need to be spent expeditiously. Budget Office will send more information.
- Co-ordination of governmental contacts

- Faculty need to submit letters of support for proposals through Department Heads, Deans, VPR, not directly to President or Chancellor.

## 7.Updates

- ASNMSU: Last week, recommitted to It's On US. Spring Fling is this week.
  - Policies: Student Regent Scholarship and fractional grading
  - Thanks – from Emerson for the dialog.
- Grad Student Council
  - 6th annual symposium last week
- President's and Chancellor's report
  - Budget
    - Unfunded items: fringe increases, minimum wage, compensation increase
    - Tuition increase of 6% approved
  - Provost Search: Skype interviews with candidates
- Provost
  - Coming to the end of P&T process: Complex but effective
  - Kudos: Faculty Senate and ASNMSU for their close collaboration
- General Council
  - Foreign Visas
    - NMSU is no longer able to pay for visas for foreign employees.
  - Youth on campus
    - Youth Policies are now operational.
    - Training for camp staff: Police are using train-the-trainers model
    - Camps not certified will not take place.
  - Evaluations: these are needed to document performance problems
  - Faculty Senate
    - Fractional Grading, Catalog language
    - Borderlands Studies passed -- very moving comments by stakeholders
  - Advancement
    - May board meeting
    - Almost \$109 million collected for campaign

## 8.Other items

- Thanks to Ricardo for his work at the Legislature this session. His work on behalf of Agricultural Experiment Station and Cooperative Extension Service was noted.
- AAT dates announced

**Attendees:** John Floros, Presiding; Ricardo Rel, Stephen Lopez, Tina Byford, mmm, April Mason, Mike Rogers, Justin Bannister, Anthony Parra, Lisa Warren, Liz Ellis, Mario Moccia, Laura Castillo, Rolando Flores, Aggie Saltman, Enrico Pontelli, Susan Brown, Elizabeth Titus, Ken Van Winkle, Gena Jones, Alton Tooney, Scott Eschenbrenner, Rod McSherry, Tim Ketelaar, Kathy Brook, Eddie Binder, Sonya Cooper, Becky Corran, Norma Noel, Emerson Morrow, Will Waller, Adam Cavotta, Sonia White, Sa'rae Montoya, Abel Sanchez, Norma Grijalva, Ermalinda Quintela