



Proposal to Amend ARP 18.61

NOTE: POLICY SPONSORS COMPLETE FORM ONLY THROUGH SUMMARY BOX

No. <u>18.61</u> ; Title: <u>Management of Events at the Pan American Center</u>	
Proposal Sponsor: University General Counsel	
Name, Position and Contact Information: Liz Ellis, General Counsel, 646-2446; gencounsel@nmsu.edu	
Policy/Rule Administrator: Auxiliary Services – Special Events	
Name, Position and Contact Information: Asst VP Auxiliary Services, Steven Bettner, sbettner@nmsu.edu , 646-4212 and Scott Breckner, Director of Special Events breckner@nmsu.edu , 646-4413	
Summary: This rule is proposed for update to eliminate inconsistency with current practices, as well as with recently adopted and amended ARP 12.70, 16.04 and 16.05. Outdated material or material covered in other rules is proposed for deletion.	
AAG Meeting Date: February 4, 2019	Review Period Ends: March 18, 2019 (expedited review requested)
Assigned Review Track: <input type="checkbox"/> Academic Track <input checked="" type="checkbox"/> Administrative Track	

Assigned Review Groups:			
ACADEMIC DEANS COUNCIL (ADC)	EHS (Environmental Health and Safety)	OFS – OFFICE OF FACILITIES AND SERV.	
ADI	EMPLOYEE COUNCIL	POLICE	
ADMINISTRATION & FINANCE	FACULTY SENATE	PRESIDENT’S ADVISORY COUNCIL (PAC)	
ARROWHEAD CENTER	UNIVERSITY ADVANCEMENT	REAL ESTATE	
ASSOCIATE DEANS ACADEMIC COUNCIL	HUMAN RESOURCE SERVICES	UNIVERSITY RESEARCH COUNCIL	
ASSOCIATED STUDENTS OF NMSU	ICT – INFORMATION AND COMMUNICATION TECHNOLOGY	VP SAEM	
COMMUNITY COLLEGE PRESIDENTS’ COUNCIL	NMDA		

All Academic Track Proposals are Subject to Final Review and Recommendation by the Faculty Senate.
ALL PROPOSALS are Subject to Final Review and Recommendation by the University Administrative Council.

Proposed Revised [companion revision to recently adopted/amended 12.70, 16.04 and 16.05]

18.61 – Management of Events at the Pan American Center

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- A. The director of special events is responsible for management, operation and supervision of events conducted in the Pan American Center (also referred to as “the Pan Am”).
- B. The Pan American Center is designed to accommodate athletic events, concert and theatrical presentations, public assemblies, commercial events, conventions and other special events open to the general public.
- C. All requests to use the Pan Am facility or any portion thereof, including equipment and furnishings, must be directed to the Office of Special Events. The director of Special Events will process each request in accordance with university policies and rules for facility use, rentals and security.