

University Administrative Council Agenda
Tuesday, June 11, 2019
8:30 am–10:00 am
CCSU Senate Chambers, Room 302

1. **Call to Order** President Floros
2. **Introductions** President Floros
3. **Approval of Minutes – May 14, 2019** President Floros
4. **Old Business (Second read)** University General Counsel
 - a. Proposal to revise ARP 6.85 – Staff Work Schedules
 - b. Proposal for new ARP 14.05 – Administrative Office Hours
 - c. Proposal to Revise ARP 5.05 – Student Grievance Procedures
 - d. Proposal to Revise ARP 16.85 – Parking and Traffic Regulations [status update only: significant feedback and work in progress, an updated draft will be uploaded to SharePoint at: <https://eltnmsu.sharepoint.com/sites/gencounsel/default.aspx> incorporating feedback prior to July 9th meeting, when will come back for Second Reading]
5. **New Business (First read)** University General Counsel
 - a. [REV] ARP 2.15 – Modifying Academic Units
 - b. [NEW] ARP 3.27 – Support for Nursing Mothers
 - c. [REV] ARP 6.86 – Faculty Availability and Office Hours
 - d. [NEW] ARP 14.01 – Compliance with Business Procedures Manual
6. **University-wide Information**
 - July 4 Celebration Justin Bannister
 - Scooter RFP Alton Looney
7. **Updates**
 - ASNMSU
 - Graduate Student Council
 - Chancellor
 - President
 - Provost
 - General Counsel – General Advice
 - Faculty Senate
 - Athletics
 - Employee Council
 - University Advancement

Next Meetings

- UAC 2019, 8:30am–10:30am, CCSU Senate Chambers
 - July 9, 8:30am–10:30am, Domenici Hall 106
 - August 13, 8:30am–10:30am, Domenici Hall 109, Yates Auditorium
- Academic Administrators Training: July 25, 8:00am–5:00pm; August 6, 8:00 am–5:00pm

University Administrative Council Minutes Tuesday, May 14, 2019

Announcements to share from UAC

- **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. Call to order at 8:32

2. Monica Torres introduced as New Doña Ana Community College President!

3. Minutes approved as distributed

4. Old Business

- ARP 9.20, 9.31 and 9.36: Teaching evaluation proposal. Already approved by FS.
 - Moved, seconded, recommended for approval
- ARP 4.81 Appendix B: Tweaked to clarify and streamline associate of applied science degrees.
 - Moved, seconded, recommended for approval

5. New Business

- ARP 6.85 Staff Work Schedules
 - Prompted by new contract for Union.
 - Moved and seconded to bring back June 11. Motion passed.
- ARP 14.05 Administrative Office Hours
 - Allows for exceptions to campus hours by president with approval of Chancellor.
 - Moved to shorten review period and bring back June 11. Motion passed.
- Catalog language to change catalog effective period: proposal came through Faculty Senate
- ARP 15.25 IT Investigations: This gives policy authority consistent with current practices.
- For Approval: Naming Committee Proposals i-iv. Also giving Advancement the authority to change "Facility" to something more appropriate. Moved, seconded and approved.

6. University-wide Information

- Global Music Rights: This new music licensing company covers popular music likely to be played by students. Other three licensing (BMI, ASCAP, CSAP) companies are working with NACUBO for a standard licensing contract.
 - Will need approval from administration to negotiate. President requested; General Counsel agrees
- HLC 4-year interim report could be due as early as August 2021.
 - Will work from current assurance argument; Send questions about this to Shelly
- Sponsored Youth Programs
 - Introduction to Youth Programs
 - Registration will provide a central listing of all youth programs, per new ARP 16.79
 - Components: Every staff needs a background check, and training. Programs are registered.
 - CCs can still have their own program page and are also included in this ARP
 - Participants can opt out of NMSU recruitment. Names will be uploaded into Slate.
 - Approvals are required from dean, VP, director.
 - 4-H has a waiver from certain aspects of the rule (minimum age for overnight stays).
 - Link to other information: Forms, Parent informed consent,
 - We no longer use liability waivers because they are of very limited use.
 - Programs for exclusive camps (girls, Native Americans, etc) will require OIE approval.

- Student accommodations in summer youth programs — OIE has a process for this and recommends that this be run through that office.
- University Boards Update: Lenny
 - New Board to establish — Research security oversight, to meet security requirements for export control and information control.
 - Dissolved committee — One to meet vision 2020
- Budget information: Andy and Kim
 - Compensation included 4% increase
 - Will increase grad student allocations by 4%, and will increase Grad Assistant tables by 4% also.
 - Will disseminate preliminary budget information in May or June, will verify position, operating budget
 - Your budget is for you to manage.
 - Classification 1, 2 will not exist any longer. Also increasing contribution for health insurance.

7. Updates

- ASNMSU
- Graduate Student Council — good meeting with students
- Chancellor and President Report
 - Ruth Johnston will be hired starting September 3
 - Monica Torres is the new DACC president!
 - Provost search — pending
 - Great Commencement: 2,000 students
 - VP for University Advancement search pending
 - Retirements: Liz Ellis and April Mason
 - Liz will be located in Domenici Hall
 - April: much gratitude for your service
- Provost: Thanks to you all
- General Counsel
 - Social Media Guidelines
 - Every NMSU site must have a topic
 - Guidelines will be tied to an ARP under MarComm's authority
 - Deleting messages that are unpopular is not acceptable.
 - Student Code of Conduct — very close to a revision. Will be in the ARP
 - Request for comment: Bring new version of Student Code of Conduct in June for July passage
- Faculty Senate: Summarized report in UAC materials
- Athletics — Lots of good news from WAC championships
 - Scholar Athletes — great outcomes for our student athletes. 80% graduation rate
- Employee Council
 - Thanks to administration for supporting efforts

Meeting adjourned at 10:26.

Attendees: John Floros, presiding; Lenny Martinez, Justin Bannister, Greg Fant, April Mason, mmm, Tina Byford, Ricardo Rel, Ermelinda Quintela, Laura Castile, Scott Field, Liz, Ellis, Lisa, Warren, Steve Loring, Andy Burke, James Hall, Gena Jones, Anthony Parra, Alton Looney, Scott Eschenbrenner, Luis Cifuentes, John Gratton, Mickey Best, Ken Van Winkle, Renay Scott, Kim Rumford, Enrico Pontelli, Sonya Cooper, Becky Corran, Beth Titus, Miriam Chaiken, Susan Brown, Rod McSherry, Will Waller, Adan Armijo, Jim Hoffman, Lakshmi Reddi, Shelly Stovall, Monica Torres, Adam Cavotta, Sonia White, Phillip Johnson, Stephen Lopez, Norma Grijalva