

**University Administrative Council Agenda**  
**Tuesday, August 13, 2019**  
**8:30 am–10:00 am**  
**Domenici Hall, Room 109**

1. **Call to Order** President Floros
  
2. **Introductions** President Floros  
Provost Carol Parker, General Counsel Roy Collins, Dean of Students Ann Coombes Goodman
  
3. **Approval of Minutes – June 11, 2019** President Floros
  
4. **Old Business (Second read)** University General Counsel
  - a. New ARP 15.25 – IT Investigations [Norma Grijalva]
  - b. Revised Academic Regulation establishing the Catalog Effective Date [Becky Corran]
  
5. **New Business (First read, or \* request to vote on recommendation to chancellor)** University General Counsel
  - a. New ARP 11.50 Hemp Research, Extension and Outreach Activities
  - b. \*Rev ARP 5.20 -SSCC-Overview of Student Social Code of Conduct
  - c. \*Rev ARP 5.21 - SSCC-Student Rights and Responsibilities
  - d. \*Rev ARP 5.22 - SSCC-Conduct Standards
  - e. \*Rev ARP 5.23 - SSCC-Interim Measures
  - f. \*Rev ARP 5.24 - SSCC-Amnesty for Emergency Reporting
  - g. \*Rev ARP 5.25 - SSCC-Consequences for Violation
  - h. \*Rev ARP 5.26 - SSCC-Conduct Case Procedures
  - i. \*Rev ARP 12.71 - Academic Facility Space Utilization and Scheduling
  
6. **University-wide Information**
  - Parking changes Stephen Lopez
  - Affirmative Action plan and underutilization Laura Castille
  - Data Governance Program Carlos Lobato
  - Commencement and Hooding Ceremonies Renay Scott
  
7. **Updates**
  - ASNMSU
  - Graduate Student Council
  - Chancellor
  - President
  - Provost
  - General Counsel – General Advice
  - Faculty Senate
  - Athletics
  - Employee Council
  - University Advancement

**Next Meetings**

- September 10, 8:30am–10:30am, CCSU Senate Chambers
- October 8, 8:30am–10:30am, CCSU Senate Chambers
- November 12, 8:30am–10:30am, CCSU Senate Chambers
- December 10, 8:30am–10:30am, CCSU Senate Chambers
- Convocation: August 20, 8:15 am Atkinson Recital Hall

# University Administrative Council Minutes

## Tuesday, June 11, 2019

### 1. Call to order at 8:34

### 2. Introductions

### 3. Minutes approved as distributed

### 4. Old business

- **ARP 6.85 Staff Work Schedules:** There was no feedback after first read. Moved and seconded to recommend approval: Passed
- **ARP 14.05 Administrative Office Hours:** Allows exceptions by campus presidents. Closing offices for training will need to be approved in the future. Moved and seconded to recommend approval: Passed
- **ARP 5.05 Student Grievance Procedures:** SARA requires a generic student grievance process. Minor changes from original. Moved and seconded to recommend approval: Passed
- **ARP 16.85 Parking and Traffic Regulations:** Separate meetings have taken place and this effort is making progress.

### 5. New Business

- **ARP 2.15 Modifying Academic Units:** Policy clean up, recommended expedited review. Motion to skip first read: approved and passed. Moved and seconded to recommend approval: Passed.
- **ARP 3.27 Support for Nursing Mothers:** Laura Castille (OIE) issued guidelines and these have been adapted into a rule. NM State law allows women to nurse anyplace. Motion to waive first read and recommend approval passed.
- **ARP 6.86 Faculty Availability and Office Hours:** This covers faculty availability to students. Faculty may not require students to meet in private, off-campus locations.
  - Discussion
    - Can this be stronger? Faculty technically don't cancel classes but hold them with lesser qualified personnel.
    - Sick faculty cannot be required to ensure classes are covered in cases of FLM.
    - Specific rules for adjunct faculty?
- **ARP 14.01 Compliance with Business Procedures Manual (BPM):** Creates a link between ARP, BPM.
  - Moved and seconded to expedite and recommend approval: Passed.

### 6. University-wide information

- July 4 Celebration: We are again hosting the town's July 4 celebration.
  - Music and fireworks
  - Collaborative with Police
  - Seeking funding for next year's event
  - Discussion: Does this violate anti-donation clause? Liz says no.
- Scooter RFP
  - Reviewing RFPs. Will meet on June 13 to select vender.
  - Award in June, bring scooters in end of July.
  - RFP includes material for safety plan.
- Holiday: What are the implications to NMSU of working or not working on July 5?
  - Cost issue regarding holiday pay -- for people who will have to work, they get 1.5 time.
  - Any other feedback, send to Chancellor.

### 7. Updates

- Grad Council: Sean Sellars
- General Counsel
  - New Student Code of Conduct is posted and we are seeking feedback. Want this effective for the Fall 2019 semester. Will come back in August after DOS reviews.
- Faculty Senate
  - Concerns regarding 6.86 -- Need to understand more about accountability outside of class
  - Student Evaluation of teaching -- working with Teaching Academy.
  - New Senators -- 34 men, 31 women.
- Employee Council
- Advancement: Rocking along on the campaign. Have large gifts in the pipeline.
- Chancellor, Provost and President
  - Thanks to Liz Ellis for her service
  - Chancellor presenting NMSU LEADS 2025 to the LFC next week.
  - Talked to the Governor about energy, aligning curriculum with these interests. Chancellor is known for his green credentials so offers this to the oil industry.
  - Students are pushing us to go to 100% renewable energy.
  - SLP investors were here last week. State has given us authority.
  - Lisa Warren will be interim general counsel until new UGC comes on board.

**Attendees: Dan Arvizu, presiding;** Ricardo Rel, Renay Scott, mmm, Greg Fant, Gena Jones, Stephen Lopez, Andy Burke, Lisa Warren, Liz Ellis, Laura Castille, Rolando Flores, Lakshmi Reddi, Tina Byford, Scott Eschenbrenner, Lenny Martinez, Alton Looney, Beth Titus, Mickey Best, Susan Brown, Enrico Pontelli, Kathy Brook, Sonya Cooper, Kim Rumford, Norma Noel, D'Anne Stuart, Rod McSherry, Will Waller, Sean Sellars, Shelly Stovall, Sonia Cooper, Monica Torres, Norma Grijalva, Becky Coran, Miriam Chaiken