

## **University Boards Update**

<http://boards.nmsu.edu/>

*In accordance with [RPM 2.30 University Boards](#), Section C: For university boards, this creation document shall be distributed to all members of the University Administrative Council.*

### **Request for Board Establishment**

**Chancellor's University System Financial Strategy Cabinet  
Loss Prevention & Loss Control  
Clery Act Compliance Advisory Committee (CACAC) Meeting**

*In accordance with [RPM 2.30 University Boards](#), Section D.2: All ad hoc university boards shall have a term of no longer than one year, and within that year shall be reviewed by the official(s) who established it, to determine whether or not the board's term should be extended. When it has been determined that the task for which the board was created has been completed or otherwise discontinued, the authorizing body or official shall direct the cessation of the board in writing to members of the University Administrative Council and reference to the board will be removed from the Official List of University Boards.*

### **Request for Board Dissolution**

**Strategic Planning Task Force  
Web Governance Board**

## Gena Barela

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**From:** Ruth Johnston <ruthj@nmsu.edu>  
**Sent:** Friday, October 4, 2019 4:24 PM  
**To:** Gena Barela  
**Subject:** New submission from Request for Establishment of University Board

**Categories:** University Boards

### CONTACT INFORMATION

**Name**

Ruth Johnston

**Email**

[ruthj@nmsu.edu](mailto:ruthj@nmsu.edu)

### INFORMATION ABOUT THE BOARD

**Official Name of the Board**

Chancellor's University System Financial Strategy Cabinet

**Effective date of establishment**

09/2019

**Authorized by**

Chancellor

**Board Reports To (if applicable)**

Chancellor of New Mexico State University

**Type of Board**

Standing

**Scope of Impact**

System

**Purpose**

The cabinet's existence determines the authority for the System Strategic Chief Financial Officer. The authority exists to align strategies with budgets, to drive system efficiencies, provide analysis of NMSU strategies, provide guidance as it relates to strategic initiatives and provide leadership with sound risk assessment and strategic guidance.

**Authority**

This Body serves in an advisory capacity. Through the authority delegated to the Chancellor from the NMSU regents, the Chancellor delegates his authority to the Chancellor's University System Financial Strategy Cabinet whose charter will be to function as the Strategic Chief Financial Officer's team to develop financial strategies, analyze and evaluate proposals and prospects, and drive financial strategic advantage and efficiency throughout the NMSU System.

**What university function/office is responsible for appointments?**

Chancellor's Office

**Members are appointed by**

Combination



A handwritten signature in black ink is written over a diagonal line. Below the signature is a blue square stamp containing a white checkmark.

APPROVED

**Position appointment description**

By Position or Department Representative, appointed by Chancellor

**Is membership representative?**

No

**What are the terms of appointment?**

Appointment of incumbent of following departments by position or representative  
Chancellor, De-facto Chair  
Chief Financial Strategic Officer, Chair  
President  
Provost  
Sr. VP, Administration & Finance  
ASNMSU President  
Community College Presidents Representative  
Business Management Processes  
Economic Development/Strategic Initiatives  
Employee Council, Chair  
Dean (2 colleges)  
Faculty Senate, Chair  
NMSU Foundation, Inc., President  
Human Resources  
Institutional Analysis  
Real Estate  
Research and Outreach  
Strategic Communications  
Student Success & Enrollment Management, VP

**Are terms staggered?**

No

**Are members subject to reappointment?**

Yes

**Please explain the conditions under which members are subject to reappointment.**

Membership is appointed by the Chancellor who retains the right to appoint as he deems appropriate.

**What is the process for filling vacant positions?**

Appointed by Chancellor

**What is the process for selecting a chair?**

Strategic Chief Financial Officer, appointed by Chancellor

**MEETINGS & ADMINISTRATIVE SUPPORT**

**What university office/function provides administrative support to this board?**

Chancellor's Office

**What are the requirements for the number of meetings to be held annually?**

Monthly as permitted

## Gena Barela

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**From:** Katrina Doolittle <kadoolit@nmsu.edu>  
**Sent:** Wednesday, October 9, 2019 5:13 PM  
**To:** Gena Barela  
**Subject:** New submission from Request for Establishment of University Board  
**Categories:** University Boards

### CONTACT INFORMATION

**Name**

Katrina Doolittle

**Email**

[kadoolit@nmsu.edu](mailto:kadoolit@nmsu.edu)

### INFORMATION ABOUT THE BOARD

**Official Name of the Board**

Loss Prevention and Loss Control

**Board Website (if applicable)**

<https://safety.nmsu.edu/campus-safety/loss-prevention-and-loss-ctrl/>

**Effective date of establishment**

04/2014

**Authorized by**

Chancellor

**Board Reports To (if applicable)**

Chancellor's Office

**Type of Board**

Standing

**Scope of Impact**

System

**Purpose**

- 1) Prevent and control losses in the university enterprise;
- 2) Integrate loss prevention and loss control activities into operations and culture;
- 3) Establish systematic safety and loss prevention and control mechanisms within the university;
- 4) Develop uniform loss control reporting and risk assessment procedures for the system; and
- 5) Assure compliance with 1.6.4 NMAC s rule and avoid adjustments in risk premium rates associated with non-compliance.

**Authority**

- 1) Define the University loss prevention and control plan
- 2) Assess the implementation of the loss prevention and control plan
- 3) Evaluate loss information to ensure measures are being taken to prevent reoccurrence of similar losses;
- 4) Where loss prevention measures are not adequate, the Loss Prevention and Loss Control board shall make recommendations to Chancellor or designee, or initiate additional action, as appropriate;

APPROVED



- 5) Loss Prevention and Loss Control board will provide oversight to other university committees with loss control functions;
- 6) Act to consolidate risk information and evaluate the effectiveness of controls to determine what is needed to mitigate risk to the university;
- 7) Report the status of annual loss prevention and control program
- 8) Perform any other functions the board considers useful and appropriate.

**What university function/office is responsible for appointments?**

The Chancellor's Office by recommendation from the loss prevention and control coordinator

**Members are appointed by**

By Position

**Position appointment description**

Division directors, chiefs, section or unit heads, and other senior supervisory employees.

**Is membership representative?**

Yes

**Please describe how the membership is representative.**

Members are division directors, chiefs, section or unit heads, and other senior supervisory employees. All major University components shall be represented on the committee.

**What are the terms of appointment?**

Renewable 1 or 2-year term and recommended by the loss prevention and control coordinator

**Are terms staggered?**

Yes

**Are members subject to reappointment?**

Yes

**Please explain the conditions under which members are subject to reappointment.**

With member agreement to serve additional term  
When appropriate alternate member is not available

**What is the process for filling vacant positions?**

Committee members are appointed by the Chancellor for a renewable 1 or 2-year term and recommended by the loss prevention and control coordinator. Members are division directors, chiefs, section or unit heads, and other senior supervisory employees. All major University components shall be represented on the committee.

**What is the process for selecting a chair?**

The Chancellor appoints Loss Prevention and Control co-coordinators whom are designated as co-chairs per 1.6.4.9 , 12/11/2018

**MEETINGS & ADMINISTRATIVE SUPPORT**

**What university office/function provides administrative support to this board?**

Environmental Health Safety & Risk Management

**What are the requirements for the number of meetings to be held annually?**

Meet at least quarterly and call special meetings as needed.

## Gena Barela

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**From:** Gena Barela <gbarela@nmsu.edu>  
**Sent:** Friday, December 6, 2019 1:33 PM  
**To:** Gena Barela  
**Subject:** New submission from Request for Establishment of University Board

### CONTACT INFORMATION

**Name**

Gena Barela

**Email**

[gbarela@nmsu.edu](mailto:gbarela@nmsu.edu)

### INFORMATION ABOUT THE BOARD

**Official Name of the Board**

Clery Act Compliance Advisory Committee (CACAC)

**Effective date of establishment**

10/2019

**Authorized by**

Administrative Rules and Procedures (ARP)

**Board Reports To (if applicable)**

Chancellor

**Type of Board**

Ad Hoc

**Scope of Impact**

System

**Purpose**

1. The Clery Act Compliance Advisory Committee (CACAC) is an Ad Hoc advisory committee, established pursuant to ARP 16.12 - Clery Act Compliance, provisionally enacted by the chancellor. The CACAC's first order of business is to perform a comprehensive review of NMSU's Clery reporting structure and current practices, official policies and procedures, and to recommend changes as appropriate.
2. The CACAC reviews national and regional best practices relating to Clery Act compliance and makes recommendations to enhance inter-campus and intra-campus communication and coordination relating to the gathering of information necessary for accurate statistical reporting.
3. The CACAC serves as a resource to the campus officials responsible for filing and posting an Annual Security Report by October 1st of each year for their campus.
4. The CACAC collectively reviews and discusses the previous year's Annual Security Reports filed by each NMSU campus, and make recommendations for improvement.
5. Other tasks assigned by the chancellor or vice chancellor.

**Authority**

Advisory

**What university function/office is responsible for appointments?**

Vice Chancellor



**Members are appointed by**

By Position

**Position appointment description**

By Position

**Is membership representative?**

Yes

**Please describe how the membership is representative.**

Chair: The Clery Act Compliance Advisory Committee will be chaired by the vice chancellor and strategic chief financial officer of the NMSU system.

Membership: The committee's membership is listed below, and is based upon the position held and their work relevant to the Clery Act. The CACAC solicits information and feedback from other university stakeholders determined to be key to Clery Compliance and invite them attend the meetings as needed, as well as keep their respective administrative officials apprised about the work of the CACAC.

1. Vice Chancellor;
2. NMSU Police Chief;
3. NMSU-LC President or designee
4. Provost or designee;
5. NMSU - Alamogordo President or designee;
6. NMSU - Carlsbad President or designee;
7. NMSU - DACC President or designee;
8. NMSU - Grants President or designee;
9. Director of Office of Institutional Equity;
10. NMSU Fire Chief;
11. Dean of Students;
12. Director of Campus Activities;
13. Associate Director of Athletics;
14. Director of Housing and Residential Life;
15. AVP Univ Comm/Marketing;
16. UGC Representative (ex-officio non-voting)

**What are the terms of appointment?**

As long as in position and/or through annual review of charge.

**Are terms staggered?**

No

**Are members subject to reappointment?**

No

**What is the process for filling vacant positions?**

Vice Chancellor reviews current charge and makes appropriate appointments.

**What is the process for selecting a chair?**

By position: Vice Chancellor of NMSU

**MEETINGS & ADMINISTRATIVE SUPPORT**

**What university office/function provides administrative support to this board?**

Chancellor's Office

**What are the requirements for the number of meetings to be held annually?**

The chair will call the meetings, and the CACAC will meet as needed to accomplish the objectives.

## Gena Barela

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**From:** Melody Munson McGee <mmunsonm@nmsu.edu>  
**Sent:** Monday, October 14, 2019 7:59 AM  
**To:** Gena Barela  
**Subject:** New submission from University Board Notification of Dissolution  
**Categories:** University Boards

### Person submitting request

#### Name

Melody Munson McGee

#### Email

[mmunsonm@nmsu.edu](mailto:mmunsonm@nmsu.edu)

#### Relationship to board

Co-Chair

#### Official Board/Committee Name

Strategic Planning Task Force

#### Established Purpose

The Strategic Planning Task Force is charged with keeping the strategic planning process widespread and evergreen through the ongoing process of identifying strategies to overcome challenges, capitalize on opportunities, and celebrate successes.

To execute its charge, the committee will:

- \* Implement strategic plan alignment in areas;
- \* Establish institutional priorities based on grassroots support through consultation with stakeholders; and,
- \* Represent the institution's strategic planning efforts to the Regents.

#### Reason for Dissolution

Melody please modify:  
New Leadership - NMSU LEADS 2025. Committee is no longer applicable.



Discuss w/ Ruth -



**University Board Notification of Dissolution :  
Entry # 412****Person submitting request****Name**

Melissa Chavira

**Email**[mchavira@nmsu.edu](mailto:mchavira@nmsu.edu)**Relationship to board**

Organizing member

**Official Board/Committee Name**

Web Governance Board

**Established Purpose**

The Web Governance Board provides centralized governance for the ongoing development and maintenance of the New Mexico State University web presence to achieve a consistent look and feel for official university web pages representing New Mexico State University. The board serves as an advisory to the NMSU president and will oversee the development and review of web standards, provide oversight on web policies, and set strategic direction for the University website.

**Reason for Dissolution**

The Web Governance Board was developed as an advisory under the administration of Garrey Carruthers. The Board did not meet in the previous reporting year (2018-2019) under the current administration. It is recommended that the current Web Governance Board should be dissolved and reinstated as an advisory to the NMSU Chancellor after a review and update of board bylaws and membership rules.