

## University Administrative Council Agenda

April 13, 2021 8:30 am–10:30 am

<https://nmsu.zoom.us/j/99566266428?from=addon>

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|--|--------------------------|
| <b>1. Call to Order</b>                    | <b>President Floros</b>  |
| <b>2. Introductions</b>                    | <b>President Floros</b>  |
| ○ Polly Wagner                             | <b>Katrina Doolittle</b> |
| <b>3. Approval of Minutes</b>              | <b>President Floros</b>  |
| ○ February 9, 2021 UAC & March 9, 2021 UAC |                          |
| <b>4. Old Business &amp; New Business</b>  | <b>General Counsel</b>   |
| ○ None                                     |                          |
| <b>5. Informational Items</b>              |                          |
| ○ Final Legislative Report                 | Ricardo Rel              |
| ○ Digital Signatures                       | Scott Field              |
| <b>6. NMSU Updates</b>                     |                          |
| ○ COVID-19 in New Mexico and at NMSU       | Lori McKee               |
| ○ General comments                         | President Floros         |
| ○ Academics                                | Provost Parker           |
| ○ Vice Presidents                          |                          |
| ▪ Student Success                          | Renay Scott              |
| ▪ Research                                 | Luis Cifuentes           |
| ▪ Administration and Finance               | Andy Burke               |
| ▪ Advancement                              | Derek Dictson            |
| ▪ General Counsel                          | Roy Collins              |
| ○ Human Resources                          | Gena Jones               |
| ○ Marketing and Communications             | Justin Bannister         |
| ○ Physical Science Lab                     | Eric Sanchez             |
| ○ ASNMSU                                   | Mathew Madrid            |
| ○ Grad Council                             | Ashlerose Francia        |
| ○ Faculty Senate                           | Julia Parra              |
| ○ Employee Council                         | Joseph Almaguer          |
| ○ Athletics                                | Mario Moccia             |
| ○ Housing and Residential Life             | Ophelia Watkins          |
| ○ NMDA                                     |                          |
| ○ Community Colleges                       | Monica Torres            |
|  | Ken Van Winkle           |
| ○ Vice Chancellor                          | Ruth Johnston            |
| ○ Chancellor                               | Chancellor Arvizu        |
| <b>7. Additional Updates</b>               |                          |

Annual Update: April 20, 2021 @ 3pm

Upcoming Town Hall: April 27, 2021 @ 3pm

Upcoming UAC: May 11, 2021 @ 8:30am

Commencement: May 14 & 15 @ 7pm

**University Administrative Council Agenda**  
**Tuesday, February 9, 2021, 8:30 am–10:30 am**

<b>Call to Order</b>	8:31
<b>Introductions</b>	Joseph Almaguer, incoming chair, Employee Council
<b>Chancellor</b>	Legislative session: We are working on the budget, seeking to restore the swap. Faculty Talk – suspended, not eliminated, in response to complaints about hostile workplace. We will work with Faculty Senate to ensure platform meets original intent.
<b>Minutes</b>	Approved as distributed.
<b>Old, New Business</b>	None
<b>Informational Items</b>	<p>Revised academic calendar <span style="float: right;">Dacia Sedillo</span></p> <ul style="list-style-type: none"> <li>• Goal – tighten up terms, get more instructional time in the summer.</li> <li>• Providing structure and rules. Moves January start date back to mid-January. Spring break = 9<sup>th</sup> week of term.</li> </ul> <p><b>Summary of Faculty Senate Committee Restructuring</b> <span style="float: right;">Julia Parra, James McAteer</span></p> <ul style="list-style-type: none"> <li>• 4 committees – Leadership, Faculty Affairs, others</li> <li>• <a href="https://docs.google.com/spreadsheets/d/1g8Csb1um-RJ0ZHw8sLxS4IsDd1yvlUDHb87S5MBZow/edit?usp=sharing">https://docs.google.com/spreadsheets/d/1g8Csb1um-RJ0ZHw8sLxS4IsDd1yvlUDHb87S5MBZow/edit?usp=sharing</a></li> <li>• Faculty should have a voice in units through department heads and deans, in addition to Faculty Senate.</li> </ul> <p><b>Great Colleges to Work for Program</b> <span style="float: right;">Gena Jones</span></p> <ul style="list-style-type: none"> <li>• Program gives us an opportunity to understand more about our climate and gives us an opportunity for national recognition. Part of The Chronicle of Higher Education.</li> <li>• Incentives are not allowed. Survey is sent to people randomly from OIA.</li> <li>• Survey from March 8 to April 2, Report in July, announcements in September</li> </ul> <p><b>Cybersecurity update</b> <span style="float: right;">Carlos Lobato</span></p> <ul style="list-style-type: none"> <li>• Incidence reporting <ul style="list-style-type: none"> <li>○ Report date and time breach was discovered. Alert and activate: Supervisor, ICT, Security and privacy officers. Secure area. Stop data loss. Take machines offline. Unplug device and put in airplane mode. DO NOT TURN THEM OFF. This dumps forensic information.</li> </ul> </li> <li>• Moving to 2-factor authentication.</li> </ul> <p><b>Ratified University and Foundation MOU</b> <span style="float: right;">Derek Dictson</span></p> <ul style="list-style-type: none"> <li>• Collaboration agreement recently signed by Regents.</li> <li>• Defines responsibilities and expectations</li> </ul>
<b>NMSU Updates</b>	<p><b>COVID update, Lori McKee</b></p> <ul style="list-style-type: none"> <li>• 9 cases: 3 employees, 6 students.</li> <li>• NMSU counties still in red for campuses.</li> <li>• Only Harding is green, with a very low population.</li> <li>• Vaccines – 94% administered. Nearly 600K people registered for vaccine.</li> <li>• Cibola County – 31% vaccinated. Otero – 10.8%, Carlsbad 7.3%. As Moderna comes into market, rural areas will be better served.</li> </ul> <p><b>Housing and Residence Life, Ophelia Watkins</b></p> <ul style="list-style-type: none"> <li>• 1 resident in isolation; 3 in quarantine</li> <li>• Residential staff are connecting with residents 2x weekly. Data from intentional dialogues are positive. More happiness reported.</li> <li>• Faculty fellows – 18 in spring semester. Shifted to mentorship model in place of in-person events.</li> </ul> <p><b>Provost, Carol Parker</b></p> <ul style="list-style-type: none"> <li>• Administrative news – Posted position for academic administrator.</li> </ul> <p><b>Vice Presidents</b></p>

Recording at

<https://nmsu.zoom.us/rec/share/rsVsZMborvT713CKBQBHI4avzqZZGAY9wMq8E7Z99B2jDBIngLqEw6pMCn18Krq5.663fixHKO43Vf3pS>

- Renay: February 12<sup>th</sup> is census enrollment day. Have 183 students more than census day last year. NMSU up 300. Grad School up 5.2%, about 150 more than last year. UG up 0.5% over last year. Declines in sophomore group. Student Success Guide will be going out. 1-2 pages.
- VPR: Luis Vazquez. Collaboration has been tremendous. About the same as 2018, but on the upswing. Students are asking about the vaccine.
  - Grad talks – TED talks for graduate students.
  - Calls from colleges about budgets. These will be out soon.
- CFO, Andy Burke: Seeking guidance for stimulus funds.

**MarComm:** Cascade migration – 30% of all sites are live.

**PSL:** Met with Senator Heinrich’s office February 8<sup>th</sup>.

**Employee Council:** Joseph Almaguer is the new Chair. Other officers will be elected February 11<sup>th</sup>.

**Athletics:** Donate to State has collected >\$157K. Weekly testing for athletes. All sports are in full swing.

**Community Colleges**

- Monica Torres – Communication is important. Press releases out. February is CTE month.
- Ken – Enrollment at 3 campuses is down. Seeking to increase enrollment for second 8 weeks.

**Other announcements**

**Gena:** NFL hired Zack Witherspoon (LA Rams)

**ESH&RM, Katrina:** Reaching out to people for risk management survey.

**President Comments**

- Strategic plan – Need to tweak and make changes. Not everybody will contribute to every goal, but everybody needs to contribute to some goals.
- Retreat after semester ends. Between now and then, expect to work with group leaders. Seeking tactics that work. Made progress in all areas.
- VPEID – 4 finalists will be in soon. Diverse group of people as candidates.

**Attendees: John Floros, presiding;** Lori McKee, Luis Vazquez, Enrico Pontelli, Ophelia Watkins, Letty Gallegos, Jon Webster, Sonya Cooper, Anthony Parra, Leslie Cervantes, Andy Burke, Ken Van Winkle, Phame Camarena, Ruth Johnston, Norma Noel, Eric Sanchez, Sherry Kollman, Melissa Chavira, Ermelinda Quintela, Renay Scott, Kate Terpis, Henrietta Pichon, Scott Eschenbrenner, Jim Hoffman, Ann Goodman, Justin Bannister, Dan Arvizu, David Smith, Andy Bowen, Norma Grijalva, Carol Parker, Luis Campos, Laura Castille, Derek Dictson, Lauren Goldstein, Carlos Lobato, Mario Moccia, Rolando Flores, Monica Torres, Lakshmi Reddi, Julia Parra, Mathew Madrid, Jeff Witte, Shelly Stovall, Adam Cavotta, D’Anne Stuart, Gena Jones, Kim Rumford

**Guests – James McAteer, Dacia Sedillo, Cynthia Wise**

Mmm, Kim Alt, carlos, John Floros, James McA, Adam Cavotta, Bowen, Burke, Goodman, Parra, Oarra, OParker, Wise, Smith, Dictson, Stuart, Pontelli, Sanchez, Quintela, Jones, Pichon, Martinez, Hoffman, Webster, Almaguer, Bannister, Terpis, Hansen, Doolittle, Rumford, Reddi, Castille, Cervantes, Gallegos, McKee, Campos, Vazquez, Duran, Moccia, Chavira, Torres, Grijalva, Noel, Watkins, Camarena, Scott, Flores, Collins, Johnston, Eschenbrenner, Stovall, Kollman, Cooper

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**University Administrative Council Agenda**  
**Tuesday, March 9, 2021, 8:30 am–10:30 am**

<b>Call to Order</b>	8:31
<b>Introductions</b>	Joseph Almaguer, incoming Employee Council Chair
<b>Minutes</b>	
<b>Old Business</b>	None
<b>New Business</b>	<p>ARP 6.87 Establishing Alternative Work Arrangements</p> <ul style="list-style-type: none"> <li>• Passed as provisional because of COVID</li> <li>• Policy will allow these rules to apply in non-emergency situations.</li> <li>• Second read in May – Comments before then</li> <li>• An employee with a disability needs to go through ADA process AND AWA.</li> </ul> <p>ARP 7.65 Reductions in Force</p> <ul style="list-style-type: none"> <li>• Approval by appropriate executive leadership</li> <li>• 90-days leave without pay for people RIF'ed.</li> </ul>
<b>Informational Items</b>	<p>Facilities and Services <span style="float: right;">Heather Watenpaugh, Luis Campos</span></p> <ul style="list-style-type: none"> <li>• Capital Projects list <ul style="list-style-type: none"> <li>○ Campus currently divided in Master Plan through colored districts</li> <li>○ Annual master plan update examined design guidelines, processes, facilities condition index for compliance</li> </ul> </li> <li>• Annual Capital Outlay Process, Heather Watenpaugh <ul style="list-style-type: none"> <li>○ Thomas &amp; Brown replacement facility <ul style="list-style-type: none"> <li>▪ Multidisciplinary experiential learning space that includes marker spaces and multiuse labs.</li> </ul> </li> <li>○ NMSU Student Success Center – admissions and enrollment center.</li> <li>○ Also, List of projects for community colleges.</li> </ul> </li> <li>• Discussion <ul style="list-style-type: none"> <li>○ Foundation and funded projects</li> <li>○ How do Ag Science Centers get prioritized?</li> <li>○ Maintenance is prioritized differently.</li> </ul> </li> </ul> <p><b>University Boards</b> <span style="float: right;">Lenny Martinez</span></p> <ul style="list-style-type: none"> <li>• NMSU Code of Ethics conduct committee was formed to address systemic issues</li> </ul>
<b>NMSU Updates</b>	<p><b>COVID update, Lori McKee</b></p> <ul style="list-style-type: none"> <li>• 6 students in isolation, 1 on campus.</li> <li>• Vaccinations now open to educators.</li> <li>• LCPS open April 5</li> </ul> <p><b>Vice Presidents</b></p> <ul style="list-style-type: none"> <li>• Renay: Youth Sponsored Programs policy will be tweaked soon. Programs are approved by next level supervisors and Events Group</li> <li>• CFO, Andy Burke: Legislature providing a 1.5% salary increase.</li> </ul> <p><b>Human resources:</b> Some employees were selected to complete Great Colleges to Work For Survey.</p> <p><b>MarComm:</b> Working on a project with Lenny to get people tested for COVID.</p> <p><b>NM Notify</b> – lets you know if you came in contact with somebody positive for COVID.</p> <p><b>PSL:</b> SKIFF consultants on ground. Supported DHS proposal. March 16 State of PSL.</p> <p><b>ASNMSU:</b> Continuing grab and go events. Election packets are going out now. Hoping to get \$80K for Library funding, one-time funds.</p> <p><b>Faculty Senate:</b> Karen Trujillo memorial. Proposition to committee in support of Library.</p> <p><b>Employee Council:</b> A-Mountain award winners announced 4/6/2021 town hall</p> <p><b>Athletics:</b> Continued mandatory testing for athletes. If county goes yellow, can have games at 25% capacity.</p> <p><b>Housing and Residence Life, Ophelia:</b> reservations for next year are going well.</p> <p><b>Community Colleges</b></p>

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	<ul style="list-style-type: none"> <li>• Monica Torres – Career Tech labs are ramping up. Planning for summer, designing for summer instruction and safety.</li> <li>• Ken – Town Halls with all three campuses. Alamo is hiring for a title 5 grant. Early College High School class. Grants teaching phlebotomy. Carlsbad re-energizing advising boards.</li> </ul> <p><b>Vice Chancellor, Ruth</b> – Sign up for 2-factor authentication. SNAP benefits available for students.</p> <p><b>Chancellor, Martinez:</b> Student champions of Veteran’s Housing need support for housing beautification</p> <p><b>President Comments:</b> Budget looks positive for next year but still 260+ hours to go.</p>
<p><b>Attendees:</b> John Floros, <b>presiding;</b> Ruth J., Andy Bowen, Andy Burke, Carlos, Derek, Eric, Ermelinda, Gena, Henrietta, Jeff Witte, Jim Hoffman, Julia, Justin, Kim A., Kate Terpis, Ken VW, Kim R, Lakshmi, Lauren, Leslie, Lori, Mario, Mathew, Maura, Melissa, Monica, Enrico, Norma, Ophelia, Phame, Renay, Rolando, Roy, Scott, Shelly, Sherry</p>	