

**Minutes of University Administrative Council**  
**Tuesday, March 8, 2016**  
**8:00 a.m. – 10:00 a.m.**

**I. Call to Order** – Garrey Carruthers, President

**II. Approval of Minutes of February 9, 2016, meeting**

No minutes were presented.

**III. Old Business**

**IV. New Business**

A. Corbett Center Open House (Ermelinda Quintela)

Ermelinda invited everyone to the Open House for the newly renovated Corbett Center on March 30 from 4-6pm. Students now have various new study areas and other meeting facilities.

B. EHS Annual Loss Control report (Glen Haubold)

Katrina Doolittle presented a complete report of the loss prevention and loss control for the NMSU system, claims analysis and management, and various risk management reports.

C. Update on Master Plan initiative (Glen Haubold)

Glen announced that the current Master Plan ends on 2016 and the next Master Plan will set for 2017-2027.

D. Request help with award submission (Glen Haubold)

The Award for Excellence is APPA's most prestigious institutional award, recognizing outstanding achievement in facilities management. APPA will have a site visit in April. Glen would like 15 people to meet with the visiting committee to answer questions about NMSU's facilities services. Please contact Glen at [ghaubold@nmsu.edu](mailto:ghaubold@nmsu.edu).

E. Super Story: a non-traditional approach to storytelling (Maureen Howard)

University Communications will start a different approach to getting a story out to appeal to a number of audiences, such as via Facebook, Twitter, as well as traditional methods. Their first story will feature the history of chocolate.

F. FS – **Memorial 09-15/16** Increase scheduled time between classes (Liz Ellis)

Bernadette will take the lead and provide a recommendation. The chancellor recommends that we ask the College of Business to run a Focus group, as well as getting ASNMSU involved, and that we take into consideration the bus schedule.

G. FS – **Proposition 11-15/16** Proposal for a Master of Engineering Graduate Degree to be offered by departments of the College of Engineering (Stu Munson-McGee)

This proposition was presented as informational.

H. **FIRST READ:** Proposed Revision to Regents Policy 1.05.96 (Community College Faculty Council) to modify and update. (UGC)

The policy was presented for first read to UAC. After receiving input from review groups and approval by Faculty Senate, it will return to UAC for a second read and vote of recommendation.

I. **FIRST READ:** Proposed Revision to Rule **4.05.50 Faculty Grievance Review and Resolution** (Stu Munson-McGee)

The policy was presented for first read. After receiving input from review groups and approval by Faculty Senate, it will return to UAC for a second read and vote of recommendation.

J. **FIRST READ:** Proposed Revision to Rule **4.30.30 Ineligibility for Rehire** (UGC)

The policy was presented for a first read and discussion. After receiving input from review groups, including Academic Deans Council, Deans Council, Employee Council, it will return to UAC for a second read and vote of recommendation. Please send comments in writing to Lisa Warren at [lisawesq@nmsu.edu](mailto:lisawesq@nmsu.edu) and Andrew Pena at [ampena@nmsu.edu](mailto:ampena@nmsu.edu)

K. **FIRST READ:** Proposed New Regents **Policy 5.00 Faculty and Academic Administration** (UGC)

This policy was presented for a first read. After the review and comment period in which Faculty Senate will have an opportunity to provide input, it will return to UAC for a second read and vote of recommendation.

L. **FIRST READ and POSSIBLE WAIVER 2<sup>nd</sup> READ/VOTE:** Proposed New Regents Policy **9.00 Real Estate, Capital Improvements and Other Physical Resources** (UGC)

The policy proposal was presented for first read. After discussion, there was a motion and second to waive the second reading which passed. Subsequently, there was a motion and second to recommend approval; motion passed. Motion to recommend approval and submit to the Board of Regents passed.

M. **FIRST READ and POSSIBLE WAIVER 2<sup>nd</sup> READ/VOTE:** Proposed Revision to Regents **Policy 6.82 Majors and Minors.** Approved by Faculty Senate. (Stu Munson-McGee and Gary Rayson)

The policy proposal (previously approved by the Faculty Senate as part of FS Proposition 107-15/16 and reviewed by various Review Groups), was presented for first read. After discussion, there was a motion and second to waive the second reading which passed. Subsequently, there was a motion and second to recommend approval; motion passed.

N. **FIRST READ:** Proposed Revised **Rule 6.82 Degrees, Majors, Minors and other Academic Programs of Study.** Approved by Faculty Senate. (Stu Munson-McGee and Gary Rayson)

The rule proposal (previously approved by the Faculty Senate as part of FS Proposition 107-15/16 and reviewed by various Review Groups), was presented for a first read. The proposal will return next month to UAC for a second read and vote of recommendation. Please send comments to Stu Munson-McGee [smunsonm@nmsu.edu](mailto:smunsonm@nmsu.edu) and Lisa Warren [lisawesq@nmsu.edu](mailto:lisawesq@nmsu.edu).

- O. **INFORMATIONAL:** Revision to Regents **Policy 1.05.10 Bylaws of the BOR** is being proposed to add the chair of the Employee Council as an ex officio, non-voting member of the Board, serving at the Board's discretion. (Janet Green)

The proposed policy revision, prepared at the request of a regent, was presented to UAC as an informational item which has been placed on the next Board of Regents agenda.

- P. **INFORMATIONAL:** Revision to Regents **Policy 1.05.20 BOR-Other Policies** is being proposed to add a Regents' Student Success Committee to the listing of Regents' Committees in Policy 1.05.20 C with a charter to follow for Appendix 1-G. (Janet Green)

The proposed policy revision, prepared at the request of a Regent, was presented to UAC as an informational item which has been placed on the next Board of Regents agenda. A question was asked if this committee would have a charter like the others do, and the answer was yes, and once finalized and approved, it will be added to Appendix 1-G.

## V. University-wide Information/Announcements

Ricardo Rel indicated that the 2016 Preliminary Legislative Post Session Report is on their website at <https://govrelations.nmsu.edu/>.

Deputy Provost Greg Fant announced that a group will bring a policy regarding the use of preferred names. Please contact him at [gfant@nmsu.edu](mailto:gfant@nmsu.edu) for more information.

## VI. Updates

### A. President

The president invited everyone to the Town Hall on March 9 from 2-4pm at Corbett Center Ballrooms. The meeting will be webcast. He will have a dialogue on the processes to gain efficiencies and restructuring of NMSU. Speakers will be Jim Peach who will speak on New Mexico's economy, while Angela will provide NMSU's proposed sources and uses going forward. Ricardo Rel will give a legislative update, and Provost Howard will speak on the successful accomplishments at NMSU.

### B. Executive VP/Provost

The EVP/P announced the mandatory training for academic administrators. The dates for the training will be Monday, June 20; Tuesday, July 19; and Friday, August 12.

### C. General Counsel – General Advice from GC

### D. Faculty Senate

### E. Institutional Analysis-Data Snippets

Judy provided information on the first-time freshmen retention rates and other demographics on freshmen.

### F. Employee Council

Everyone encouraged to attend the upcoming forums—Monday, March 21, 2 – 4 pm (Transforming NMSU); Thursday, April 7, 3 - 4:30 pm (Health Insurance); and Wednesday, April 20, 3:30 – 5:00 pm (NMSU Budget). The Founders Day will be in conjunction of the celebration for the 100<sup>th</sup> Anniversary of ROTC on Friday, April 15.

#### G. University Advancement

Joined forces with the Honors College to redesign the President's Associates Scholars Program. The improvements will attract the best students to NMSU.

#### H. ASNMSU

Encouraged everyone to join faculty, students and staff at its annual off-campus community service project, the Big Event, on April 9 to beautify the city of Las Cruces.

Spring 2016 Elections are from March 28 – April 1.

#### I. Graduate Student Council

### **VII. Other Comments and Information**