

**Minutes of University Administrative Council**  
**Tuesday, November 11, 2014 @ 8:30 a.m. – 10:00 a.m.**

**I. Call to Order** – Dan Howard, PhD Executive Vice President and Provost

Opening remarks by Provost Howard:

He commented that the recent meeting with the Advisory Council on Aggie Pathway went well. He is talking to public school superintendents from around the state as he travels and is hearing great comments about quality of our teacher education program

Dr. Howard attended the LCPS Institute of Parental Engagement last night. Superintendent Stan Rounds initiated this program to assist parents in learning about the steps their children need to take in order to be college ready when they graduate from high school.

**ACTION:** Provost Howard requested that VP Montoya provide an NMSU table for future IPE graduations.

**II. Approval of October 2014 Meeting Minutes**

Approval of the minutes of October 2014 meeting was moved by Dean Morehead and seconded by President John Gratton as presented. Voice vote passed unanimously

**III. Old Business**

There was none.

**IV. New Business**

**a. Higher Learning Commission / Burrell College of Osteopathic Medicine**

Bobbie Derlin handed out specific language we should use when speaking about this relationship. We are in a very positive position with BCOM but there are things we need to be sensitive to. Our accreditor is particularly concerned that we are transparent in our relationship.

VP Throneberry raised the ID card issue and asked who the lead is on that decision. Bobbie Derlin commented that the ID card is an issue because of concerns raised by HLC and NMSU General Counsel. Decision rests at senior administration. It's a difficult issue but one that can be resolved.

**ACTION:** Dan Howard and Kevin Boberg will meet to resolve.

General discussion around the table followed. Issue of Pete's Pass raised by ASNMSU.

**b. Approval of Proposition #12/13-14 Changes to 4.05.50 of the NMSU Policy manual Regarding Faculty Grievance Review Board**

Faculty Senate (FS) Chair Stu Munson-McGee briefed on the change to policy on faculty grievance review. Two years ago, massive changes were implemented in this process. FS has discovered the tail end did not work as intended. The changes proposed address issues we are now aware of and included what cannot be grieved.

ASNMSU President Jackson moved to approve the policy and was seconded by Dean Morehead. The motion passed unanimously by voice vote.

c. **Approval of Proposition 02-14/15** – A Proposition to Allow Dependent Tuition Reduction for Graduate Courses by Modifying Policy 7.05

FS Chair Stu Munson McGee briefed the council. Provost Howard provided a handout relative to the discussion. Proposition to insert wording that allows dependents to have a reduced tuition for graduate level courses. This is the essence of the change. Before action the Provost asked Judy Bosland to comment on how many students we talking about and what is the liability we are discussing. There are limits to dependents under the age of 25 in the policy as we speak. Judy explained how they approached mining this data. We are uncertain on numbers due to lack of information on the data base.

Dean Morehead then moved approval, seconded by Dean Titus.

General discussion followed for some time as individuals voiced the concerns or support for the proposed proposition.

**ACTION:** Dean Titus asked that this be a first read and be brought back in December for second read. ASNMSU President Jackson moved to table. Deputy Provost Fant seconded. Passed by voice vote.

d. **Advice on Interactions with Law Enforcement Officials on Campus**

Handout provided by Liz Ellis. She briefed the group on precautions one should always take when dealing with requests from those posing as law enforcement officers or even with law enforcement that may come onto the campus. The essence is to understand the limits on process and access they have without court ordered action. She reminded us that people are not always who they appear to be. Liz suggested the use of NMSU police department if you are approached by law enforcement. Our policy is that all law enforcement is coordinated through NMSU PD. Just remember that there is always a balance between the privacy rights of our students and information desired by law enforcement officials. Exceptions – Inquiries on reference check or background check

- Ask for credentials
- They should have release signed by the student
- Keep copy

International and Border Programs issue documents to allow student visas

- Required by law and regulation to provide law enforcement with info on international students

**e. Data Snippets**

Focus on financial aid data this month. Total cost of attendance discussed. Looked at financial aid and what the costs are to our students to attend. 50 percent of students take out loans and while we may see a rise in student debt New Mexico is one of lowest states in nation in student debt.

Discussion regarding work study positions ensued. The number of work study positions at NMSU is controlled by the federal government.

Provost Howard made the point that students do not come out of NMSU owing vast amounts of debt. Our average student debt is around \$20K.

**ACTION:** Need a message that compares the benefits of acquiring the degree (w/debt) versus the cost of the degree.

**V. University Wide Information and Announcements**

**VI. Updates**

**a. President – Not present**

**b. Executive Vice President / Provost**

Compliments to Bernadette on the number of requests coming from NMSU to interact with LCPS. Research integrity getting ever increasing scrutiny from the feds. Focus on your conflict of interest forms. If you ever get a question from an agency regarding research integrity, please get the proper folks engaged immediately.

**c. Faculty Senate**

Four new pieces of legislation introduced:

- New degree at NMSU A
- Support of bike friendly university
- Specify calculation of how faculty senators are allocated
- Memorial in honor of faculty member in math who passed over the summer

Two task forces formed:

- Does FS have the right distribution of senators (focus on Community Colleges)?
- Pros and cons on going to 120 hours to graduate

**d. Employee Council**

- Record attendance at EC and under budget. Thanks to all that supported it
- Open forums scheduled. 1st will be December 3rd to look at upcoming session
- Climate survey results will be released in EC Open Forum

- Two other forums will be scheduled
- Appreciation awards this spring scheduled Apr 30 in Corbett Center

**e. ASNMSU**

- Homecoming success. Thanks to Tammie Campos, Chief Lopez and Dr. Boston
- Para transit trying to increase numbers
- Student fees will not increase this year. ASNMSU has agreement with the President.
- Asking each department to prep a budget with a 1% reduction
- ASNMSU Foundation Scholarship \$700 away from the \$10K minimum

**f. Graduate Student Council**

- Grad research and arts symposium will be changed dramatically from three-day to one-day event. All are invited to attend the lunch poster session.

**VII. Other Comments and Information**

- Employee Satisfaction survey closed last night with over 1000 responses. Expect the summary of analysis by December 8. Enrollment for Spring 2015 now open.

**Next Meeting: Tuesday, December 9, 2014, 8:30 a.m., Hadley Hall, Rm 130**