

Minutes of University Administrative Council
Tuesday, December 9, 2014
8:30 a.m. – 10:00 a.m.
Hadley Hall 130

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

Provost Howard called the meeting to order at 0832. He made the following announcements:

A memo regarding research process task force was recently sent from his office. Dr Howard met with URC yesterday and they stated that there were still issues but many of those have been addressed. Myths persist within the university regarding this topic and we (UAC) need to help educate our researchers. Provost Howard's sincere hope is that the one stop shop will help address this. Kudos to all that have been working hard to make this a reality. The Provost reviewed the concept behind the one stop shop. They are intended to make the university more efficient and friendly. MY NMSU now has a research tab with all sorts of information – future challenge is to insure those stay current Thanks to entire team that worked on this great joint effort and improvement.

Fall 2014 Commencement – 1000 Saturday morning with breakfast for platform party at 0815. Provost Howard announced changes to commencement ceremony this year. Deans will now hand out diplomas to students rather than regents. This came from a regent's suggestion as they thought it would mean more to student for the dean to present the diploma

A variety of memos are about to flow from Provost –

Digital measures

Quality initiative

Overload teaching

He is spacing these out so they are not an overload

II. Approval of November 11, 2014 Minutes

Dean Titus moved and ASNMSU President Jackson seconded approval of the minutes as presented. The motion passed on voice vote.

III. Old Business

- a. Approval of Proposition #12/13-14 Changes to 4.05.50 of the NMSU Policy Manual Regarding the Faculty Grievance Review Board (Dan Howard)

Provost Howard informed the group that this action was incorrectly listed. The true action to be discussed was the extension of dependent tuition benefits to graduate studies for employee dependents aged 24 or less. There were issues raised: system changes, tax liability, impact on NMSU budget uncertain but will be budgeted as a negative. The

counter is the belief by many that this will help in attracting graduate students. Moved Loui Reyes with second by Jim Hoffman. After brief further discussion the motion passed with no dissent.

IV. New Business

a. NMSU Work-study Program (Dacia Sedillo)

Bernadette Montoya made brief opening comments. The purpose of this informational briefing by Dacia Sedillo was to inform the group regarding the issue of work study students. NMSU LC annually pays out approximately \$1Million in federal work study funding, \$1Million in state work study funding plus .25Million to No Need students. Every student receiving work study funding must complete a FAFSA. There was recognition of an occasional disconnect between the departments desiring work study students and work study students that desire and qualify to work for that department.

If a department is looking for work study students, then they need to participate in the work study fair. Jan 21st 1100 to 100. Contact Career Services at 1631

NMSU typically over awards or packages three times what we have. Some students prefer a loan or grant as opposed to work for their aid and thus turn down the work study offer.

A question arose concerning the local decision on minimum wage rates. NMSU sits outside the city limits. Provost Howard indicated that discussions were underway and no decision was available at this time on how the university might respond.

It was added that federal guideline extends a new federal min wage rate of \$10.10 on new contracts. Thus, there will be a difference in what pay is required dependent upon the color of money involved in the funding.

Another question arose concerning the ability to use work study students on federal grants and contracts. With proper prior effort it can be done. Need prior approval which can be after the award being made.

b. NMSU System Summit (Dan Howard)

Next Monday and Tuesday the NMSU System Summit will take place. While initially planned to be a relatively small meeting, the group has now grown. 35 are expected at the meeting.

Notice was given to all that the new location is now the NMSU Golf Course Club House.

A topic sheet was provided. CC presidents are at the LFC meeting in Santa Fe today but the document will be shared with them prior to the meeting. This is the last opportunity for presenters to comment.

c. Center for the Arts (CFTA) Naming

Tina Byford reported out that the Naming Committee recommends naming the Center for the Arts in such a way as to recognize the \$6 Million commitment in funding support that was provided to the project by ASNMSU. While the exact name is not yet finalized, the group supported the recognition of the efforts of the student body in making this project possible. Dean Titus moved and ASNMSU President Jackson seconded the motion. It passed on voice vote with no dissent.

V. Updates

a. President

Provost Howard, briefing on behalf of President Carruthers who is attending the LFC meeting today, updated the group on the recent activity surrounding the Burrell College of Osteopathic medicine. COCA informed BCOM on Monday of their granting of pre-accreditation status. This enables the project to move forward. We anticipate ground breaking in January 2015. It is also anticipated that the first cohort of BCOM students will be admitted and begin course work in the fall 2016. BCOM faculty hiring will be imitated this spring.

Credit to Dr. George Mychaskiw of BCOM.

b. Executive VP/Provost

c. General Counsel – General Advice from Lizbeth Ellis provided

Liz commented on the amount of work owed to others around the table but there is good news. No law suit filed in last month and third attorney hopefully on board in January

Handout was provided on topic of liability. So long as your efforts are a part of your employment the state will protect you. The critical issue is that your actions relate to scope of your employment. Unauthorized signature discussed. In general you must be authorized by NMSU in order to execute any contract. Many think or assume they have the authority to sign for the university but it must be in accordance with the signature table in policy. No one else has authority to commit university to pay money. Action not in compliance with this policy guidance could make you personally liable.

Other unauthorized activities discussed included improper use of an NMSU vehicle. If used for any activity not directly related to your employment, the State may not defend you in an accident.

NMSU liability discussed. Service by NMSU employees on a fiduciary board will not be covered by NMSU.

Make certain the unit can actually deliver on any commitment or pledge we make. Be aware of the potential for conflicts internal to NMSU when making commitments in any agreement / contract.

d. Faculty Senate

Stu Munson-McGee briefed the group. No new legislation was introduced since our last meeting. There is a task force reviewing credit hour reduction 128 to 120 for graduation. Also a task force on representation of senators from the community colleges. Faculty grievance review board election in process. Nominations in place for next year's chair of the Faculty Senate. Stu Munson-McGee and Gary Raison are the nominees.

e. Institutional Analysis – Data Snippets

Judy Bosland was at LFC so no further action on this item.

f. Employee Council

Greg Block mentioned the open forum last week on the NMSU legislative initiatives. He was complimentary of the great job done by Ricardo Rel and the excellent support provided by ICT. Three other open forums are scheduled for spring. The first will be on the recently completed employee climate survey. That will be followed by one on employee health insurance. The last will be one on the NMSU budget.

g. ASNMSU

Wesley Jackson updated the group on the student fee review board. Requests for new student fee money are due January 23rd. Orientation on the application process will take place next Wednesday from 4 to 5 in Hadley 130. Hearings will be first of February.

Student regent interviews were held. 6 student names were sent to President Carruthers for his review prior to forwarding on to the Governor for action.

h. Graduate Student Council

VI. Other Comments and Information

Andrew Pena addressed the group on efforts by Human Resources to secure input necessary to complete mandatory Title 9 / Save Act efforts. 3100 are not completed at this time. Request was made for those not complete to take the required steps to complete at this time.

Andrew commented that only 105 incomplete conflict of interests forms existed at this time.

Andrew also mentioned that a task force is now prepared to bring forward on line training after first of year. This will enable all mandatory training to be conducted on line and to insure accountability for required training across the university. Lots of good folks worked in making this happen and all were recognized.

Michael Jasek briefed the group regarding the recent move of student groups into their recently renovated space in the old bookstore. Good comments made regarding the student lounge-

WAVE has moved into campus activities to make them more accessible.

Next Meeting: Monday, January 12, 2014, 8:30 a.m., Hadley Hall 130

Minutes by: B. Woods