

**Minutes of University Administrative Council**  
**Tuesday, August 9, 2016**  
**8:30 am - 10:00 am**  
**Domenici Hall Room 109, Yates Theatre**

**I. Call to Order**

Chancellor Garrey Carruthers called the meeting to order at 8:29 a.m.

**II. Review of Action Items**

Chancellor Carruthers noted the completion of action items A and B.

- A. Kathy Agnew provided FLSA presentation given on July 12 to the President's Office for distribution to UAC members.
- B. Judy Bosland provided the data snippets to the President's Office for distribution to Regents.
- C. Monica Dunivan and Kathy Agnew will coordinate an Employee Council Forum on the FLSA OT changes before implementation.

As a follow-up to item C, Andrew Pena advised of the decision to forego the Employee Council forum and instead hold small informational sessions for the employees affected by the FLSA OT changes.

**III. Approval of Minutes – July 12, 2016**

**Elizabeth Titus moved, Jim Hoffman seconded the motion to approve the July 12, 2016, minutes as presented. [Approved without objection]**

**IV. Old Business**

- A. REVISED Rule 7.45 Workers' Compensation Benefits

Lori McKee noted the second read for Rule 7.45 reflects edits to language that itemizes the claim process and has been approved by HR.

**Ermelinda Quintela moved, Angela Throneberry seconded the motion to approve Rule 7.45 Workers' Compensation Benefits, as presented. [Approved without objection]**

**V. New Business**

Andrea Tawney presented proposed naming opportunities for the Jett Hall, Rentfrow Hall Renovation Projects, and O'Donnell Hall Courtyard confirming the packets are in line with the revised naming policy. Following the Naming Committee approval and recommendation, Andrea

requested approval from UAC.

A. Jett Hall Naming Opportunities

**Beth Titus moved, Angela Throneberry seconded the motion to approve the *Jett Hall Naming Opportunities* as outlined in the schedule. [Approved without objection]**

B. Rentfrow Hall Renovation Project Naming Opportunities

**Andrea Tawney moved, Elizabeth Titus seconded the motion to approve the *Rentfrow Hall Renovation Project Naming Opportunities* as outlined in the schedule. [Approved without objection]**

C. O'Donnell Hall Courtyard Naming Opportunities

**Sharon Jones moved, Angela Throneberry seconded the motion to approve the *O'Donnell Hall Courtyard Naming Opportunities* as outlined in the schedule. [Approved without objection]**

**VI. University-wide Information/Announcements**

A. Preferred Name Update

Zoey Sophia Pook, senior program specialist, LGBT+Programs, presented a training module on the preferred name rule. Departments are encouraged to invite Zoey to present to their respective colleges and/or units in addition to distributing the short training module to gain a good understanding of the rule. At a minimum, it's imperative that faculty understand the class roster issue as it relates to the new rule.

Following the preferred name presentation, it was noted that the anticipated activation date is set for this fall. Norma Grijalva pointed out that the preferred first name is already available to employees but is limited to e-mail and canvas only. Norma will look for a report that identifies employees using a preferred name to be used by supervisors. Email communications will go out to the campus community once the preferred name option is activated for students.

**ACTION: UAC members will be provided with the preferred name training presentation via email following the meeting.**

**VII. Updates**

A. Chancellor

The chancellor commented on the current enrollment numbers of minus 3.3 percent; however, if the Pathway Program students were counted, the new student enrollment numbers would be up from same time last year. The chancellor stated he'd love to see the Pathway program grow.

B. Executive Vice President and Provost

Provost Howard noted some important dates—Move-in day - Sunday, August 11 and Convocation - Tuesday, August 16. He also mentioned that \$200K have been invested in new equipment for band members along with an increase in their stipends.

As some 2000 new freshmen in addition to a large number of transfer students make it onto campus, Provost Howard encouraged all faculty and staff to make a difference by lending assistance to students in need. Provost Howard stressed how freshmen's first three-weeks of college are critical with regard to retention. Resources available include Student Success Navigators and Quick Connect Intervention programs.

C. General Counsel – General Advice

D. Faculty Senate

Chris Brown announced the Faculty Senate's first meeting will be in September.

E. Institutional Analysis-Data Snippets

Judy Bosland distributed data snippets displaying STEM and Overall Degree Awarded by Campus, NMSU Enrollment Trends and the Lottery Scholarship Spring 2016.

F. Employee Council

Adam Cavotta announced the Employee Council's next meeting is scheduled for this Thursday, August 11.

G. University Advancement

Andrea Tawney announced Giving Tuesday is November 29 this year encouraging members to serve as volunteers and invite faculty, staff, donors, and community members to participate. Matching funds are needed—Chancellor Carruthers has pledged a challenge grant of \$10K. Challenges issued should be sent to Andrea at [atawney@nmsu.edu](mailto:atawney@nmsu.edu).

H. ASNMSU

I. Graduate Student Council

**VIII. Other Comments and Information**

Ermelinda Quintela commented NMSU is officially a Pepsi school, effective July 1.

Michael Jasek announced the various events and initiatives underway.

**Greg Fant moved, Sharon Jones seconded the motion to adjourn.**

**Attendees:** G. Carruthers, D. Howard, G. Fant, S. Jones, M. Munson-McGee J. Green, L. Ellis, L. Reddi, R. Scott, C. Brown, A. Throneberry, R. Rel, B. Montoya, M. Bose, N. Grijalva, G. Cerny, M. Jasek, A. Cavotta, M. Chaiken, E. Titus, D. Wagner, E. Pontelli, E. Vasquez, Chaitanya, A. Price, S. Eschenbrenner, S. Stovall, L. Reyes, C. Menking, A. Pena, G. Haubold, M. Moccia, J. Bosland, L. McKee, B. Cartwright.

Next Meeting: **Tuesday, September 13, 2016, 8:30 a.m.**, CCSU, Senate Chamber room 302

Approved, September 13, 2016