

Minutes of University Administrative Council
Tuesday, November 14, 2017
8:00 a.m. – 9:00 a.m.
CCSU, Senate Chambers, room 302

I. Call to Order – Garrey Carruthers, Chancellor

Deputy Provost Fant called the meeting to order at 8:00 am. The AVP of Human Resource Services position has been filled. Kathy Agnew serving as AVP of HRS in the interim was thanked for her service.

II. Review of Action Items - None

There were no action items to review.

III. Approval of Minutes – October 10, 2017

The October 10, 2017, minutes were approved.

Beth Titus moved, Loui Reyes seconded the motion to approve the October 10, 2017, minutes as presented. [Motion passed unanimously, resulting in favorable recommendation to Chancellor]

Policy/Rule SharePoint Site: <https://eltnmsu.sharepoint.com/sites/gencounsel/>

IV. Old Business (Second Reading and Vote to Recommend to Chancellor)

A. Revised Rule 6.75 B. through G: as new Rule 18.05 - Honorary Degree Awards [Liz Ellis]

Revised Rule 6.75 B. through G. as new Rule 18.05 - Honorary Degree Awards was presented for second read.

Liz Ellis moved, Beth Titus seconded the motion to approve Revised Rule 6.75 B. through G: as new Rule 18.05 - Honorary Degree Awards as presented. [Motion passed unanimously, resulting in favorable recommendation to Chancellor]

B. Revised Rule 6.75 A. as new Rule 5.50 – Award of Posthumous Honorary Degree [Liz Ellis]

Revised Rule 6.75 A. as new Rule 5.50 - Award of Posthumous Honorary Degree was presented for second read.

Liz Ellis moved, Luis Vazquez seconded the motion to approve Revised Rule 6.75 A. as new Rule 5.50 – Award of Posthumous Honorary Degree as presented. [Motion passed unanimously, resulting in favorable recommendation to Chancellor]

C. New Rule 14.94 - Aggie Cupboard [Liz Ellis]

New Rule 14.94 – Aggie Cupboard defines Aggie Cupboard as a program within NMSU operating under the oversight of NMSU Health and Wellness Center that seeks to provide food and essential hygiene suppliers at no cost to students and employees with the NMSU system. The new rule is adopted as clarification to a new rule on charitable activities approved previously.

Liz Ellis moved, Mickey Best seconded the motion to approve New Rule 14.94 - Aggie Cupboard as presented. [Motion passed unanimously, resulting in favorable recommendation to Chancellor]

V. New Business

A. Revised Rule 9.10 - Capital Projects [Glen Haubold or Lisa Warren]

Glen Haubold presented the proposed revision of Rule 9.10 – Capital Projects to align the Business Procedures Manual (BPM) and Administrative Rules & Procedures (ARP) with the NM Administrative Code. A request for first read and expedited review was made.

Liz Ellis moved, Beth Titus seconded the motion to have 1st and 2nd Read to approve revised Rule 9.10 - Capital Projects as presented. [Motion passed unanimously, resulting in favorable recommendation to Chancellor]

B. Revised Rule 6.16 - Authorized Absence from Class [Hector Sanchez or Lisa Warren]

Revised Rule 6.16 – Authorized Absence from Class to established excused absences and expectations is presented as 1st read and assigned to academic track. Feedback and recommendations should be submitted through the share point site.

C. Request for Naming Opportunities for the Upcoming Learning Communities in the Ed and Harold Foreman Engineering Complex, Bldg #541 [Andrea Tawney]

The Naming Committee recommended the approval of the request for naming opportunities for the upcoming Learning Communities in the Ed and Harold Foreman Engineering Complex Bldg. #541. Approval was requested of the levels and minimum thresholds discussed.

Beth Titus moved, Greg Fant seconded the motion to approve the Request for Naming Opportunities for the Upcoming Learning Communities in the Ed and Harold Foreman Engineering Complex, Bldg #541 as presented. [Motion passed unanimously, resulting in favorable recommendation to Chancellor]

VI. University-wide Information/Announcements

A. Demo Web-based ARP & RPM sites [Liz Ellis]

Liz Ellis announced the launch of the web-based ARP and RPM sites and provided a demonstration.

Members are tasked with reviewing the sites for discrepancies/issues and submit feedback through the share point site by October 30.

VII. Updates

A. Chancellor

Chancellor Carruthers provided feedback on the HLC team visit and discussed agenda items on the Council of University Presidents (CUP) meeting scheduled the next day, Nov. 15.

B. Executive Vice President and Provost

C. General Counsel – General Advice

D. Faculty Senate

Neal Rosendorf gave a report on the business heard at the Faculty Senate meeting on Nov. 2.

E. Institutional Analysis-Data Snippets

Judy Bosland distributed the Data Snippets, which covered lottery scholarship and the 15-credit rule; and enrollment numbers for face-to-face, online and mixed courses.

F. Employee Council

Adam Cavotta announced

G. University Advancement

Andrea Tawney detailed the schedule of events for Giving Tuesday and matching opportunities.

H. ASNMSU

Kevin Prieto reported on activities and initiatives ASNMSU is overseeing.

I. Graduate Student Council

Sa'Rae Montoya announced the Fall Graduate Student event, Gradulicious, was a success with a great turn out! The preliminary GRAS planning for the spring semester is underway.

VIII. Other Comments and Information

Next Meeting: **Tuesday, December 12, 2017, 8:30 a.m.**, CCSU, Senate Chambers, room 302

Attendees: G. Carruthers, D. Howard, J. Bannister, K. Boberg, J. Bosland, A. Burke, L. Ellis, J. Esparza, G. Fant, J. Green, N. Grijalva, G. Haubold, M. Jasek, L. Duran, M. Munson-McGee, L. Millot, C. Menking, M. Moccia, B. Montoya, N. Noel, K. Agnew, P. Pierson, D. Stuart, E. Quintela, R. Rel, S. Stovall, A. Tawney, A. Parra for J. Witte, M. Chaiken, R. Flores, K. Brook for J. Hoffman, E. Pontelli, L. Reyes, E. Titus, D. Wagner, J. Gratton, R. Scott, K. Van Winkle, C. Brown, S. Montoya for T. Young, L. Warren, N. Rosendorf

Approved on January 9, 2018