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FACULTY SENATE SUMMARIZED MINUTES

2006-2007 Faculty Senate

October 24, 2006

The Faculty Senate meeting for October 24, 2006 was called to order at 3:10 p.m. in the Lobo Room, Student Union, Room 3037. Senate President Virginia Shipman presided.

1. ATTENDANCE

Guests Present: Professor Yemane Asmerom (Earth and Planetary Sciences), Senior Advisor to the President Breda Bova, Vice President of Human Resources Susan Carkeek, Assistant Dean of Graduate Studies Barbara Carver, Provost Reed Dasenbrock, Graduate and Professional Student Association Joseph Garcia, Deputy Provost Richard Holder, Editor Sari Krosinsky (University Communication and Marketing), Associate Provost for Academic Affairs Paul Nathanson, Staff Council Liaison Vanessa Shields, and Vice Provost and Dean of Graduate Studies Amy Wohlert.

2. APPROVAL OF THE AGENDA

The agenda was approved with one modification. Provost Reed Dasenbrock has a prior engagement and will give the Provost's report when he arrives.

3. APPROVAL OF SUMMARIZED MINUTES FOR SEPTEMBER 26, 2006 MEETING

The minutes for the September 26, 2006 meeting were approved as written.

4. FACULTY SENATE PRESIDENT'S REPORT

The Faculty Senate President reported on the following:

- There is a reception for New Mexico state legislators and their families hosted by the Governmental Relations Committee. The reception will be held in the Faculty Club on Wednesday, November 29, 2006 from 6:00-9:00 p.m. President Shipman encouraged senators to attend and bring other faculty from their departments.
- President Shipman announced that there will be a Faculty Senate retreat to work on the committee restructuring. President-Elect Jackie Hood will be leading the retreat and gave a few brief details on the agenda. The retreat will be held on Friday, December 1, 2006. The retreat will be at the Student Union Building (SUB) and will begin at 8:30 a.m. with a breakfast buffet. The primary goal is to complete the work begun at the September 26, 2006 Faculty Senate meeting to consolidate the Faculty Senate Committees. As a result, faculty governance will be strengthened. Faculty Senators, past and present committee chairs, and past and present committee members will be invited as well as key staff members.
- Committees are working better at the lower levels and not at the university level. Some committees will need to remain as standing committees while others will be formed (ad hoc) as needs arise. Other issues could be addressed with task forces formed by the oversight committee that is responsible for that particular area. The existing committees have been listed under the faculty responsibilities as dictated by the Faculty Handbook:

Curricula and Instruction
Admissions and Registration
Curricula
Graduate
Undergraduate
Honorary Degree
Bachelor of University Studies
University Honors
Teaching Enhancement

Finance and Budget
Budget
Computer Use
Library
Faculty Staff Benefits

Research and Creative Works
Research Allocations
Intellectual Property
Research Policy
University Press

General Faculty Affairs & Community Outreach
Faculty Ethics and Advisory
Junior Faculty Mentoring (ad hoc)
Deans Evaluation (ad hoc)

Student Affairs
International Affairs
Student Conduct
Student Publications
Scholarship
Athletic Council

Policy and Planning
Campus Planning
Governmental Relations
Student Union
Policy

- The results of last year's committee survey will be placed on the Faculty Senate website. Those that cannot attend the retreat are invited to meet with the Operations Committee or send in their ideas and suggestions.

CONSENT AGENDA

5. APPROVAL OF FORMS C FROM THE CURRICULA COMMITTEE
The following Forms C were approved by unanimous voice vote of the Faculty Senate:

- Revision of A.A. Degree in Southwest Studies, *Los Alamos*
- Revision of Graduation Requirements for ASM, *Anderson Schools of Management*
- Revision of M.A. Concentration in Community and Regional Planning, *Latin American Studies*
- Revision of M.Eng., *School of Engineering*
- Revision of Concentration in Southwest Studies for M.A. in Latin American Studies, *Latin American Studies*
- Revision of Minor in Medieval Studies, *Medieval Studies*
- Revision of Residency Requirements for Concentration, *Anderson Schools of Management*

AGENDA TOPICS

6. INTRODUCTION OF GRADUATE AND PROFESSIONAL STUDENT ASSOCIATION (GPSA) PRESIDENT JOSEPH GARCIA
President Shipman introduced GPSA President Joseph Garcia. President Garcia received his undergraduate degree at Texas A&M. He was a Peace Corps volunteer in South America. He has a dual Master's degree in Latin American Studies and Regional Planning. He announced that there is support for Graduate Students at the GPSA office in the SUB. There are computers, printers, fax machines, etc. available. He asked faculty that work with graduate students to
inform them of the support services GPSA offers. There is a Hispano Round Table event at 6:00 p.m. on Thursday, October 26 in the SUB. The GPSA is currently working on family friendly initiatives like the promotion of lactation stations around campus.

7. PROVOST’S REPORT
The Provost reported on the following:

- Provost Reed Dasenbrock stated that it is important for UNM to retain its public commitment to free speech and civil dialog.
- Banner implementation has not gone well. There are many possibilities with the student module of Banner but also huge implementation issues.
- Enrollment is down one percent in credit hours and the overall headcount has declined 1.5 percent. There is approximately a $1.5 million shortfall in tuition revenue compared to what was budgeted.
- The number of seniors that graduated from New Mexico high schools peaked last spring. It is predicted that the number of graduates will decline for the next fifteen years. It is crucial to get high school completion rates up.
- UNM expects flat enrollment for the next five years resulting in a different financial environment. The kind of new money that was available through the formula over the past several years does not look like it will be recurring.
- More systematic discussions need to begin regarding the Rio Rancho campus. The campus will be called UNM West. It is not known what the presence is going to be. How the campus is organized, what degrees are offered, what affect that has on faculty, whether there is a Health Sciences Center (HSC) presence, and is there a research presence, are the types of issues that now need to be addressed.

8. PROPOSED NEW COURSE EVALUATION
Professor Yemane Asmerom (Earth and Planetary Sciences) presented the proposed Faculty and Course Evaluation. The new form will replace the current ICES system. Information and Technology Services (ITS) is no longer going to support ICES, thus a replacement is needed.

A subcommittee of the Teaching Enhancement Committee has been working on the course evaluation for the last two years. An instrument was needed that could provide formative information about the class. Some of UNM’s peer universities are reviewing their evaluation processes. UNM is not too far behind the peer group. A vendor was identified that could provide a modular and scalable instrument. The system is currently in use by the University of Arizona (UA). Jennifer Franklin from UA has the intellectual property of the product and is offering to help develop a system for UNM at a much reduced rate. The system is very flexible. Evaluations can be done online, via paper, or both. The pilot is this semester. Reporting will be customizable. The last six semesters’ results will be available at any time.

9. PROPOSED CHANGES TO BENEFITS POLICY
Vice President of Human Resources Susan Carkeek and Associate Provost for Academic Affairs Paula Nathanson presented four proposed changes to the current benefits policy. After some discussion, the remaining senators voted to endorse the proposed changes. The four changes are as follows:

- **Auto-Enrollment Retirement Savings Plan.** Intended to begin in July 2007, the University will begin an additional retirement savings plan. The new plan would be to supplement the mandatory Education Retirement Act (ERA) program. The new plan can either be a 403(b) or a 457(b) program in order to take advantage of the tax sheltering opportunity. All university employees will be enrolled unless they decide to opt out. No enrollment forms will be necessary. Payroll deductions will continue during the length of employment unless the employee chooses to opt out. The plan will begin with a one percent deduction from the employee’s paycheck. Those funds will be invested in a diversified fund. The employee will have the option to contribute more than one percent. The employee could also choose alternative investment options if they prefer to actively manage the investment. The plan is intended to be implemented to coincide with the annual salary increase cycle making it easier to accept and more likely that employees would participate. Employees would be able to reverse participation within the first 90 days and stop participating at any time. The employee would be able to withdraw money prior to age 59.5 for health emergencies, college funds, etc.

- **Change the effective date and termination date for insurance benefits.** The current policy states that most, but not all, benefits are effective the date that employees submit their enrollment forms. The proposed policy would make benefits effective the first month following the date of hire or benefits eligibility.
• **Full-time Equivalent (FTE) calculations for benefit premiums.** The current policy is that the employer contribution for benefits is based on the employee's annualized salary and an FTE range (1.0 FTE, 0.75 FTE, or 0.50 FTE). The proposed policy is that the employer contribution is based only on annualized salary, eliminating the FTE from the calculation.

• **FTE calculations and leave accruals.** The current policy is that employees who are eligible to accrue sick leave and annual leave accrue up to a capped amount each pay period based on their FTE (1.0, 0.75, and 0.50). The proposed policy would be that employees who are eligible to accrue sick and annual leave accrue leave based on actual hours worked, eliminating the FTE from the accrual equation.

10. NEW BUSINESS

   No new business was raised.

11. ADJOURNMENT

   The meeting adjourned at 5:15 p.m.

   Respectfully submitted,

   Rick Holmes
   Office of the Secretary