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Faculty Senate Summarized Minutes, 11/27/2007

UNM Faculty Senate

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FACULTY SENATE SUMMARIZED MINUTES

**2007-2008 Faculty Senate
November 27, 2007**

The Faculty Senate meeting for November 27, 2007 was called to order at 3:05 p.m. in the Lobo Room, Student Union Building (SUB). Senate President Jackie Hood presided.

1. ATTENDANCE

Guests Present: Assistant Dean Barbara Carver (Graduate Studies), Staff Council Liaison Loyola Chastain, Katryn Fraher (Associated Students of the University of New Mexico (ASUNM) and New Mexico Public Interest Research Group), Jolonzo Goldtooth (ASUNM), Felisha Herrera (Institutional Diversity), Sari Krosinsky (UNM Today), Interim Vice President Rita Martinez-Purson (Institutional Diversity), Professor Bruce Thomson (Civil Engineering and Campus Development Advisor Committee Chair), and Executive Vice President John Trotter (Health Sciences Center).

2. APPROVAL OF THE AGENDA

The agenda was approved as written.

3. APPROVAL OF SUMMARIZED MINUTES FOR OCTOBER 23, 2007 MEETING

The minutes for the October 23, 2007 meeting were approved as written.

4. FACULTY SENATE PRESIDENT'S REPORT

The Faculty Senate President reported on the following:

- President Jackie Hood announced that this is the last meeting of the semester.
- President Hood returned from an earlier meeting with President Schmidly and gave a summary of their discussion.
 - The North Campus Golf Course has been a big issue. President Hood has received many calls and emails regarding the proposed plans for the development of the golf course. The Operations Committee has discussed the issue. President Schmidly has created a community advisory board that is mostly comprised of community members. The North Golf Course Community Advisory Board is chaired by Sara Koplik. President Schmidly told President Hood that the community working along with the university, will be able to reach some type of agreement on what will be done with the golf course. The golf course may not remain the same as it is today. There is a lot of unused space. Most of the space is used by joggers and walkers. The space needs to be preserved and there needs to be something for the community. The advisory board will drive the process. President Schmidly wants to do something that is good for the university and good for the community.

President Hood thinks the senate should wait and see how the process works. A senator suggested that a faculty member should be on the advisory committee and President Hood said she would suggest that to President Schmidly and Chair Sara Koplik.

A senator asked how will faculty be involved in determining development proposals of university property particularly those on main campus. President Hood stated that it is an evolving process. Provost Viola Florez commented that some of the committees have faculty members on them and some do not. Master Planning, for example, has faculty and deans on the committee.

- President Hood stated that Executive Vice President for Business and Finance David Harris will be invited to the next Faculty Senate meeting to explain the recent bond issue and the Lobo Development Corporation.
- President Schmidly suggested that the Faculty Senate and/or the Operations Committee meet with himself, Provost Florez and, EVP Harris.
- President Hood presented a Power Point slide show that she presented to President Schmidly. The slide show expresses concerns and questions that Faculty Senate President Hood had for University President Schmidly. The content of the slide show is below:

The tables reflect the transfer of savings of approximately \$1.2 million to build up a centralized pool of funds. Approximately \$840,000 is coming from academic units. Different units are being hit harder than others and part of that has to do with enrollment and enrollment increases and decreases.

Provost	6/30/07 Balance	Transfer of Savings	% of Balance
Evening/Weekend/Summer	\$1,377,581	\$250,000	18.1%
Fine Arts	1,535,445	250,000	16.3%
A&S	940,730	25,000	2.7%
Engineering	930,097	100,000	10.8%
Arch & Planning	364,957	65,000	17.8%
Extended University	2,385,821	150,000	6.3%

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Area	6/30/07 Balance	Transfer of Savings	% of Balance
Provost	\$7,534,631	\$840,000	11.1%
VP-Inst Adv	924,573	50,000	5.4%
EVP-Admin	755,850	100,000	13.2%
VP-Student Affairs	790,855	150,000	19.0%
President	248,438	50,000	20.1%
Total	10,250,347	1,190,000	11.6%

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- **Regents Policies**
 - Regents' Policy 7.20
 - Adopted December 13, 2005
 - Policy applies to budget management and use of fund balances for Current Unrestricted funds, with special emphasis on I&G funds

- Purpose to create adequate central reserves for “unexpected and/or critical needs”
- “The Regents will determine how these funds will be allocated in support of the mission of the University.”

New Budget Process

- The Mid-Year Budget hearings will be replaced with College Strategy and Performance Review
- Each Dean will present a detailed analysis of their College’s performance, goals and strategies for achieving the goals
- Sessions will occur in early January
- Attendees: Executive Cabinet, Provost’s Cabinet, department heads, and other interested parties

Unresolved Issues

- Faculty Lines
 - Do the faculty lines revert as soon as they are vacant?
 - What are the criteria for keeping faculty lines (SCH, graduation rates)?
- Fund Balances
 - Is the purpose to have University-wide balances versus college balances?
 - The incentive is to decrease fund balances by the end of the year
 - Does this promote sound fiscal management?
- Trust
 - Will this enhance Colleges willingness to share information on balances and budgets with each other?
 - Thus, will this actually improve transparency and accountability?

What Questions Do We Have?

- What criteria are used in making these decisions?
 - Initial decision to centralize decision making for funding faculty lines
 - Subsequent decisions on how to reallocate the budget
- Will the funding stay in faculty lines or be used for some other purposes? How will this affect curriculum and programs offered?
- What is driving the reallocations?
 - Performance based budgeting (what are the performance measures (mission, simple enrollment figures, graduation rates)?
 - How will accreditation, Ph.D./non-Ph.D. programs, and other issues be accounted for in the process?
- Where can we find or who can provide detailed information on our I&G expenditures?
 - Using a similar time frame (2004-2007)
 - Administrative costs
 - Faculty costs
 - Graduation figures
 - Enrollment figures

- What process can be set up for faculty input on the faculty line funding and reallocation of faculty lines?
 - Other questions?
- President Schmidly explained to President Hood that schools/colleges and other units create reserves. Often, central administration will have to do things to fix problems and that causes its reserves go down. Occasionally, central administration will have to go to the units to pull back funds to rebuild its own reserves. This should not be a continuing and ongoing event.
- Provost Florez added that a fund balance of at least three percent is required by state law for the university. Colleges are also required to have a three percent fund balance. Over the past several years the university itself has not had the required fund balance. The fire in Zimmerman Library in Spring 2007 is an example of the use of reserve funds.
- Provost Florez stated that a lot of the funds came from Extended University and that would pose difficulty for the outreach programs. She explained that President Schmidly has made agreements with Hobbs, Roswell, and San Juan College for two plus two programs and this will require funds. A senator asked if the fund take back is a result of the budget shortfall in the Office of Research. Provost Florez replied no and at this point the Office of Research is still in a financial audit, but eventually something would have to be done to cover the deficit in the Office of Research. The current model for research is outdated and needs to be revised.

A senator asked what the definition of a critical need is and could these funds be used for construction. Provost Florez replied that buildings need to come from capital outlay funds and I and G funds could not be used. She said that examples of critical needs are the fire at Zimmerman Library in Spring 2007 and the flood at the Centennial Library over winter break in 2006.

- President Hood stated that the details for the pull back of vacant faculty lines has not yet been finalized. President Schmidly told President Hood that the Deans and the Provost will work this out. President Schmidly wants to move to performance based budgeting. Budgets will now be determined on how well units achieve goals that are important to the institution. The Provost and the Deans will determine what is needed to get the faculty lines back.
- President Jackie Hood announced that the Faculty Senate and Faculty Senate Governmental Relations Committee reception for New Mexico state legislators is Wednesday, November 28, from 6:00-9:00 p.m. in the Faculty/Staff Club. President Hood encourages faculty senators to attend and interact with the legislators. A list of legislators that are attending will be sent to faculty senators.
- The Operations Committee has discussed the possibility of a future town hall meeting to address finances, faculty lines, the budget process, etc.

5. PROVOST'S REPORT

The Provost reported on the following:

- The deadlines for application for the Dean of University College (UC) and the full-time Dean for the Office of Graduate Studies (OGS) has passed.
- Provost Florez asks faculty to donate to the United Way. From Academic Affairs, which encompasses Student Affairs, Research, and the faculty, only 190 people have contributed. Contributors can specify what programs their donation will go to.

CONSENT AGENDA

6. APPROVAL OF THE FALL 2007 DEGREE CANDIDATES

Approval of the Fall 2007 Degree Candidates passed by unanimous voice vote of the Faculty Senate.

7. APPROVAL OF FORMS C FROM THE CURRICULA COMMITTEE

The following Forms C were approved by unanimous voice vote of the Faculty Senate:

- New Double Masters Program in MSCompE/MBA, Electrical and Computer Engineering and The Anderson School of Management
- New Double Masters Program in MSEE/MBA, Electrical and Computer Engineering and The Anderson School of Management
- Revision of A.S. Degree in Environmental Science, Los Alamos
- Revision of M.S. Degree, Concentration in Radiation Protection Engineering, Chemical and Nuclear Engineering
- New Concentration of Medical Physics in M.S. of Nuclear Engineering, Chemical and Nuclear Engineering
- New Subject Code in Masters of Medical Physics, Biomedical Science
- Deletion of A.A. in Pre-Professional Secondary Education, Los Alamos
- Revision of Major in B.S. of Construction Management, Civil Engineering
- Revision of English Pre-Graduate Concentration, English
- Deletion of Graduate Degree in Recreation, Health, Exercise and Sports Sciences
- Deletion of Undergraduate Degree in Recreation, Health, Exercise, and Sports Sciences
- Revision of Major in B.S. of Chemistry and Chemistry Honors, Chemistry

AGENDA TOPICS

8. PROPOSAL FOR TWO MEETINGS PER MONTH BEGINNING IN SPRING 2008

President Hood presented a proposal to add three meetings in the Spring 2008 semester. The intention of the extra meetings is to allow more time for discussion and to be more proactive rather than reactive to issues at UNM. A senator suggested online meetings for the additional three senate meetings and President Hood replied that online meetings are more of a long-term solution. Another senator suggested a faculty senate listserv. A Faculty Senate listserv will be created to aid in discussion and dissemination of information. The added meetings are February 12, March 11, and April 8, 2008. The proposal was passed with three opposed and two abstentions. The Spring 2008 Faculty Senate meeting schedule is as follows:

Tuesday, January 22, 2008	3:00-5:00 PM	Student Union Building, Lobo Room (Rm 3037)
Tuesday, February 12, 2008	3:00-5:00 PM	Student Union Building, Lobo Room (Rm 3037)
Tuesday, February 26, 2008	3:00-5:00 PM	Student Union Building, Lobo Room (Rm 3037)
Tuesday, March 11, 2008	3:00-5:00 PM	Student Union Building, Lobo Room (Rm 3037)
Tuesday, March 25,	3:00-5:00	Student Union Building, Lobo Room

2008	PM	(Rm 3037)
Tuesday, April 8, 2008	3:00-5:00 PM	Student Union Building, Lobo Room (Rm 3037)
Tuesday, April 22, 2008	3:00-5:00 PM	Student Union Building, Lobo Room (Rm 3037)
No meeting scheduled in May 2008		

9. POLICIES C130 AND C140.

The Operations Committee has resubmitted Policy C140 for re-approval by the senate after discovery of minor errors. Policy C140 was previously approved at the October 23, 2007 Faculty Senate meeting.

Policy C130 was tabled at the October 23, 2007 senate meeting and deferred to November for further discussion and consideration.

President Elect Howard Snell presented the Operations Committee's revised versions of C130 and C140 separately.

C140

Policy C140 with corrections from the Operations Committee was unanimously passed by the senate.

C130

There was much more discussion on policy C130 that continued from the October meeting. Some senators again expressed concern about the definition of the workweek and the workday. A HSC senator stated that faculty on North Campus are governed by much stricter rules. Currently, North Campus Faculty are only allowed 12 days for remunerated scholarship. Another senator said that in regard to the example of a medical doctor practicing medicine outside the UNM Hospital system, it is not allowed.

Another senator expressed concern over the definition of remunerated scholarship. The senator made a motion that C130 be accepted with the addition of a final bullet point under procedures. The bullet point is to state that a practical definition of remunerated scholarship will also be devised.

Policy C130 was passed with the addition. There were two oppositions and two abstentions.

The Faculty Senate versions of Policies C130 and C140 will be sent to the task force. The Operations Committee will discuss where else the senate versions of C130 and C140 could be sent, i.e. President Schmidly, the Board of Regents, or the consultants, etc.

10. REVISED POLICY COMMITTEE CHARGE

President Hood presented a revised Policy Committee charge. The Policy Committee charge that was passed at the October 23, 2007 has been revised. The phrase that stated the committee would approve all policy changes was removed. The revised Policy Committee charge was unanimously passed. The new Policy Committee charge is as follows:

Faculty Senate Policy Committee

The primary role of the Policy Committee shall be to support the University's overall purpose, principles, and goals. In the interest of shared governance, the functions of the committee shall include, but not be

limited to initiating, formulating, recommending, and reviewing all policies of the University that impact the faculty. The charge to this committee is as follows:

- Review, as necessary, policies of the Regents' Handbook, Faculty Handbook, Constitution, University Business Policies and Procedures, and the Pathfinder;
- Consult and collaborate with administrators with respect to policies in documents other than in the Faculty Handbook;
- Communication of policies across the campuses after Faculty Senate approval, full faculty approval, or as per policy history; and
- Review policies developed by other standing committees.

The Policy Committee membership will be comprised of seven voting faculty (from at least three schools and colleges including the Health Sciences Center and none of whom are from the same department). At the committee's request, an attorney from the University Counsel's office with primary responsibilities for policy issues shall attend committee meetings and provide legal advice to the Policy Committee. The terms of office shall be for three years, set up on a staggered basis so that the terms of at least three members will expire each year. Members can be appointed for a second three-year term. The chair is elected by the Committee and normally will serve a renewable two-year term. The Committee annually selects a Vice-Chair to serve in place of the chair in his/her absence. In addition to the Committee members, subcommittee membership will be augmented with other faculty, administrators, staff, and students as required for specific subcommittee tasks..

11. DIVERSITY PRESENTATION Interim Director of the Office of Institutional Diversity Rita Martinez-Purson presented a summary report on diversity efforts at UNM. Director Martinez-Purson entered the Interim Director position in August 2007. She began to benchmark what other universities are doing in regard to diversity. In 2006 there were only 30 total offices dedicated to diversity at universities across the country. In 2007 there were enough offices to initiate the National Council of Chief Diversity Officers. The key diversity themes are not unique to UNM. The name of the Office of Institutional Diversity may be changing. Director Martinez-Purson distributed a copy of the presentation that she gave to the Executive Cabinet.

Overview

1. Background and Context
2. Diversity as Integral to Excellence
3. What Drives Diversity Planning
4. The Planning Process
5. Key Themes Emerging from Major Documents and Focus Group Sessions
6. Recommendations: Goals and Strategic Actions

Background

1. State and National Issues
2. A System-wide Imperative
3. Creation of the Division of Institutional Diversity
4. Major FY 07-08 Deliverables

Definition

1. Diversity is broadly defined to include all aspects of human differences, including but not limited to economic status, race, ethnicity, nationality, gender, religion, sexual orientation, disability and age.

2. As such, we look to the priority actions that need to be taken *regarding differences* in order to advance social equity and inclusion and to promote a healthy campus climate.

Vision

1. The UNM Division of Institutional Diversity will advance and sustain a university environment that values differences and inclusiveness for all members of the UNM community and will promote diversity as an essential element in fulfilling the University's mission of student success, teaching, scholarship, public service and community engagement.

Mission

1. The UNM Division of Institutional Diversity supports system-wide diversity initiatives to enhance student recruitment and retention, academic excellence, employee diversity and a campus climate that embraces its diversity as an asset.

Diversity as Integral to Excellence

1. In terms of Mission: We must commit to educating students to function and thrive in a pluralistic and global society.
2. In terms of Scholarship: We must promote new scholarship that engages issues of diversity
3. In terms of Viability: To have community credibility, we need diversity at all levels.

What's *Driving* Diversity Planning?

1. Legal and political dynamics nationwide
2. Our statewide and university demographics
3. The need to prepare students to meet the complex demands of a global, pluralistic, multicultural society and workforce
4. Recognition of UNM's unique position as the flagship institution in a minority-majority state
5. The need to strengthen our economy by addressing persistent social inequities
6. The drive to enrich students' educational experiences
7. The need to strengthen our communities and the workplace

The Planning Process

1. Enlist, engage and charge an ad hoc Diversity Planning Committee
2. Utilize proven planning model (ToP Method)
3. Ongoing review of diversity literature and best practices for university diversity efforts.
4. Identify and review recent UNM documents providing recommendations on diversity efforts.
5. Identify and conduct focus groups from key constituent groups
6. Document and confirm key themes
7. Committee identifies overarching goals
8. Recommend strategic actions to meet the goals

Source Documents

1. UNM Task Force on Native American Issues
2. UNM Task Force on Hispanic Issues

3. Memo from Women Faculty
4. Graduation Task Force Report
5. 2005-07 Survey to Assess the Climate for Women
6. Hispanic Round Table 10 Point Plan
7. UNM African American Task Group Preliminary Report
8. Faculty Compensation Report

Fall 2007 Focus Groups

1. ASUNM
2. Student Agencies
3. Women's Studies
4. Women's Resource Center
5. Accessibility Services
6. Ethnic Centers
7. Dean's Council
8. SHRI Faculty
9. Native American Faculty Institute
10. Provost's Cabinet
11. GPSA
12. Faculty Forum
13. Faculty Senate (pending)
14. Women's Studies Board
15. UNM Diversity Committee
16. Staff Council
17. Arts and Sciences Faculty

Plus one-on-one meetings with representatives from HSC, various schools and colleges, and other departments.

Key Themes

1. Strengthening access and success of historically underrepresented students
2. Recruiting and retaining historically underrepresented faculty and staff.
3. Professional Development of our UNM workforce to strengthen our capacity to meet diversity goals
4. Providing the infrastructure to strengthen diversity efforts and communications

Recommendations: Goal 1

Recruitment and Retention of Faculty of Color

1. Develop and provide a "Tool Kit" for search committees
2. Provide earmarked funds for minority faculty hires
3. Provide individualized search support and resources
4. Develop and provide guidelines and support for equity funds and other retention incentives
5. Administer a faculty survey, to strengthen planning efforts for retention

Recommendations: Goal 2

Faculty Development to Meet Diversity Needs

1. Develop and implement curriculum to meet diversity competencies for faculty and teaching assistants

2. Foster faculty-to-faculty mentorship programs
3. Provide monthly symposia on diversity topics and best practices
4. Provide incentives for research and publication of best practices for promoting success of diverse students
5. Build a diversity resource and referral library
6. Support research/service projects to develop diversity expertise
7. Develop a teaching handbook to support faculty development in diversity issues, strategies, etc.

Recommendations: Goal 3

Diversity and Inclusion Training for Staff and Students

1. Develop and implement curriculum to meet diversity competencies for staff, with a special emphasis on training for helping professionals and other front-line student service providers
2. Provide appropriate support to UNM colleges and schools toward the development and implementation of college-appropriate diversity training.
3. Develop diversity lectures and events for students, in coordination with Student Affairs.

Recommendations: Goal 4

Leadership and Management Development

1. Develop and implement Diversity Leadership training. Provide incentives for managers and leaders at all levels.
2. Provide events, forums and symposia to further dialogue and understanding of diversity leadership.
3. Hire and develop leadership committed to university diversity goals.
4. Include diversity leadership goals in performance standards for leaders.
5. Implement a career development/succession planning program to provide leadership development opportunities

Recommendations: Goal 5

Build Minority Student Success

1. Support and strengthen mentoring and tutoring programs
2. Build best practices and efficient models for minority student recruitment
3. Support increased financial aid and scholarships
4. Reduce barriers to transportation and childcare
5. Promote student engagement through the implementation of leadership development programs.
6. Involve students in curriculum development initiatives
7. Expand student involvement in special minority programs

Recommendations: Goal 6

Promote a Healthy Campus Climate

1. Conduct campus climate surveys with follow up action in targeted areas
2. Issue clear leadership messages on values pertaining to diversity, inclusion and equity
3. Support messages, events and programs that promote a healthy organizational climate
4. Review current policies and strategies pertaining to hate incidents. Develop and communicate clear policies, protocol and strategies.
5. Create an atmosphere that allows nontraditional and commuting students to feel part of the UNM community.

Recommendations: Goal 7

Develop Top-Notch Marketing, Outreach and Communications to Support Diversity Initiatives

1. Development of a comprehensive university web site to provide information on diversity values, programs and initiatives at UNM
2. Development and implementation of a comprehensive marketing and outreach plan
3. Permeate related university documents and web sites with information on the Division of Institutional Diversity.

Recommendations: Goal 8

Develop a Structure for Implementation and Continuous Quality Improvement

1. Develop the Staffing Structure for the Division based on the long-range goals.
2. Develop and implement a Diversity Champion Model to further the advancement of unit-by-unit progress and university-wide excellence in diversity.
3. Promote diversity and inclusiveness in key university groups and in customer/community partnerships.

Path Forward

- Continued review of best practices
- Strategic conversations
- Alignment with other university initiatives
- Reworking of the Plan as Needed
- Key approvals

12. REPORT FROM THE FACULTY STAFF BENEFITS COMMITTEE Faculty/Staff Benefits Committee Co-chair Philip Ganderton provided a brief summary of the committee. There are several faculty and/or staff benefit issues:

1. Proposal for self insurance. The dental insurance benefit is now self-insured. The committee has not been consulted in regard to self insurance. The committee has requested more information. Self insurance is where the university would cover the cost of claims. The administration and management of the plan would be contracted to a third party. The university would also seek re-insurance to protect from catastrophic type claims or claims in excess of the plan balance. The university has a \$5 million safety fund that would allow self insurance. The committee does not know where the fund is located. The university is currently requesting proposals for administration and management of the plan.

2. Search for Vice President of Human Resources. The committee has not been asked to provide input in regard to the search for the new vice president. The search is internal. The committee believes a national search is more appropriate. Most upper administration positions at UNM have been filled by national searches. The committee has also asked how the search committee is structured, if one exists, and how faculty and staff can have input in the search process.

3. Threat to the Staff Catastrophic Leave Program. Upper administration wants to dismantle the program. The committee is trying to express the concerns of the staff that the program be maintained and supported. The upper administration would like to move to an outside company like AFLAC for catastrophic leave insurance that staff can purchase.

4. The committee is concerned with any programs that effect health and wellness. They are particularly concerned with retirement planning and retirement options for faculty and staff. The committee is working on developing education programs for faculty and staff on benefits, financial planning, and retirement planning.

13. REPORT FROM THE CAMPUS DEVELOPMENT ADVISORY COMMITTEE

The Campus Development Advisory Committee (CDAC) Interim Chair Bruce Thomson provided a brief summary of the committee. CDAC grew out of the Campus Planning Committee. The Campus Planning Committee was a joint faculty and administration committee. The two roles of the committee were to review and approve changes to the master plan and to review and approve site locations for new buildings, plans for remodel, etc. The original committee did not have the expertise or time to dedicate to the tasks. The committee was not ready to approve construction types or sites. The committee was viewed as another level of bureaucracy. In 2006 the committee revised its charge. The charge of the new committee was tentatively approved by the 2006-2007 Faculty Senate. The role of the new committee is to advise administration on issues relating to the physical environment as they contribute to and affect the mission goals and the quality of life at the university. The committee includes ex-officio community members from the North, East, South, and West quadrants. The City of Albuquerque is also an ex-officio member.

The proposed development of the North Golf Course first came to the attention of CDAC in January 2007 when the Board of Regents issued a request for information for potential development of the golf course. CDAC met in April and October 2007 and discussed North Campus and the golf course. The responses from CDAC on development issues has come from articles that appeared in the newspaper. The proposed development is a private-public project. The committee has requested that it have a formal role in the process. The administration has stated that CDAC will be involved. The committee asks the Faculty Senate to reiterate CDAC's request for early involvement. The 1994 master plan states it remain a golf course, but the master plan is being revised. It is not known if there are any restrictions on the development of the land.

14. NEW BUSINESS

Senator Douglas Fields (Physics and Astronomy) asked that Research Oversight Committee Chair John McGraw present a summary to the senate. President Jackie Hood stated that John McGraw will be invited to the January 22, 2008 meeting.

15. ADJOURNMENT

The meeting was adjourned at 5:20 p.m.

Respectfully submitted,

Rick Holmes
Office of the Secretary