

2-23-2010

## Faculty Senate Summarized Minutes, 2/23/2010

UNM Faculty Senate

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# FACULTY SENATE SUMMARIZED MINUTES

2009-2010 Faculty Senate  
February 23, 2010

The Faculty Senate meeting for February 23 was called to order at 3:05 p.m. in the Lobo Room of the Student Union Building. Senate President Douglas Fields presided.

## 1. [ATTENDANCE](#)

**Guests Present:** Deputy Provost Richard Holder

## 2. APPROVAL OF THE AGENDA

The agenda was approved as written.

## 3. APPROVAL OF SUMMARIZED MINUTES FOR JANUARY 26, 2010 MEETING

The minutes were approved as written.

## 4. FACULTY SENATE PRESIDENT'S REPORT

Faculty Senate President Douglas Fields presented the following PowerPoint:

### Summary

- Wherever possible, we are working with the administration and Regents, to bring about positive change at UNM.
- When necessary, we will argue against policies and procedures that we believe weaken the university.

## Faculty Requested ~~Audit~~ Special Procedure

- I will sign Agreed-Upon Procedures.
- I will sign Confidentiality agreement (one small typo remaining).
- BUT, remember that we saw \$170,000 taken out of undesignated fund balances for MWC fees, but DIDN'T see the remaining \$200,000 taken out of a vendor contract.
- I doubt that this special procedure will find those kinds of things.

## Grade Input Task Force

- Met with OPS and has asked for more input from faculty at all levels.

## Elections Coming Soon

- We need nominations for Senate at-large positions, Committee on Governance, and the Academic Freedom and Tenure Committee.
- Please go to your departments and talk with people.

## HLC Survey

- To be released in March?

## Faculty Senate Structure

- Task Force continues to meet.
- Recommended the creation of pilot Councils.
- This idea is being considered.

### **5. PROVOST'S REPORT**

Deputy Provost Richard Holder reported the following:

- Dean Candidates for the School of Engineering will be on campus beginning tomorrow (February 24). All information is available on the School of Engineering website.
- The four dean candidates for the School of Architecture and Planning (A&P) will be announced after spring break. All information will be posted on the A&P website.
- There are 12-15 people on each search committee. The committee is comprised of faculty, staff, students, outside professionals and is led by a dean of another college.
- The dean search for the University College (UC) has been canceled. The Provost's Office has not made a decision on the direction of leadership for the UC.

## **6. FACULTY SENATE CURRICULA COMMITTEE REPORT**

Faculty Senate Curricula Committee Chair Kathleen Keating presented the following report from the committee:

- The Curricula Committee reviews all graduate, professional, and undergraduate curriculum.
- To date, the committee has reviewed:
  - 311 Forms A
  - 64 Forms B
  - 27 Forms C
  - 1 Form D
- There will be more than 500 forms reviewed for the 2010-2011 catalog.
- There is a representative from the Curricula Committee at every academic review.
- Chair Keating is actively working with the Core Curricula Task Force.
- There is a Core Curricula Task Force meeting on April 9, 2010 from 3:00-4:30 p.m. in Student Union Building meeting rooms Acoma A and B. The task force will present its findings and solicit input from faculty.
- Chair Keating thanked Associate Registrar Elizabeth Barton for her advice and input for the committee. She also thanked Diana Sanchez from the Office of the Registrar for taking the committee notes and Aaron Blecha from University Libraries for scanning the forms into E-reserves.
- The committee, along with the Undergraduate and Graduate Committees, attempts to address and approve curricula forms in a timely manner

## **7. FACULTY SENATE UNIVERSITY PRESS COMMITTEE REPORT**

The chair of the University Press Committee was unable to attend. The report is deferred to the March Faculty Senate meeting.

## **8. FACULTY SENATE UNIVERSITY PRESS CHARGE REVISION**

The chair of the University Press Committee was unable to attend and present the revised charge for consideration. The Faculty Senate unanimously voted to table the revision until the chair could present it.

## **9. FACULTY STAFF BENEFITS COMMITTEE REPORT**

Faculty Staff Benefits Committee Chair Sally Fortner presented the following report from the committee:

- Associate Professor Sally Fortner is a Clinician Educator in the Department of Anesthesiology. She assumed the role of chair when chair Feroza Jussawalla left UNM.
- Retention of UNM-paid Long Term Care insurance for employees (Faculty and Staff) was a major accomplishment. An RFP has gone out from Purchasing and the carrier should be announced soon. It is unknown yet if there is a carrier change since the RFP is still in the confidential phase.

## **10. FACULTY STAFF BENEFITS COMMITTEE CHARGE REVISION**

Faculty Staff Benefits Committee Chair Sally Fortner presented the following revised charge for consideration. The new wording of the charge reflects the practice of the committee that has been followed for many years. There have been co-chairs (one faculty and one staff) of the committee and the charge revision reflects that. The charge below was unanimously approved.

**A61.9**  
*Policy*

**FACULTY AND STAFF BENEFITS COMMITTEE**

The Faculty and Staff Benefits Committee shall review current University benefits--including, but not limited to, the retirement and insurance plans and health care--and investigate the feasibility of additional benefits as may occur to the committee or be suggested to the committee. The committee shall then recommend changes in, or additions to, these benefits. Other units within the University will not create separate benefits committees.

(Seven faculty members appointed by the Faculty Senate; five staff members, nominated by the Staff Council; one staff member nominated by each of the two largest unions; and the following ex-officio members: Director of Faculty Contracts, the Vice President for Business and Finance, the Associate Controller for Payroll, the Benefits manager, the Associate Vice President for Human Resources and, a University of New Mexico retiree (voting). The chairpersons shall be elected **jointly** by the voting members of the committee **and there shall be a Faculty and a Staff committee member serving as co-chairs.** It is understood that faculty and staff from specialized fields may be invited to provide information and advice as required.)

## **CONSENT AGENDA**

### **11. FORMS C FROM THE CURRICULA COMMITTEE**

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

- New Entrepreneurship Concentration in BBA, Anderson School of Management
- Revision of Major in BSEd of Physical Education, College of Education
- Revision of Major in B.S. of Computer Engineering, School of Engineering
- Revision of Major in B.S. of Electrical Engineering, School of Engineering
- Revision of Major in B.S. of Exercise Science, College of Education
- Revision of Minor in Military Studies (Army Option), University College
- Revision of Information Assurance Concentration in MBA, Anderson School of Management
- Revision of MIS Concentration in MBA, Anderson School of Management
- Revision of Post-Masters Info Assurance Concentration Certificate, Anderson School of Management
- Revision of Post-Masters MIS Concentration Certificate, Anderson School of Management
- Revision of Master's Degree in Community and regional Planning, School of Architecture and Planning
- Name Change of Ethnology Concentration in B.S. of Anthropology, College of Arts and Sciences
- Revision of Major in B.S. of Astrophysics, College of Arts and Sciences
- Revision of Major in B.A. of Physics and Astronomy, College of Arts and Sciences
- Revision of B.S. in Mechanical Engineering, School of Engineering
- Revision of Minor in Astrophysics, College of Arts and Sciences
- Revision of Major in B.S. of Mechanical Engineering, School of Engineering
- Revision of Minor in Physics, College of Arts and Sciences
- Revision of Major in Portuguese, College of Arts and Sciences
- Revision of Major in B.A. of Portuguese, College of Arts and Sciences
- Revision of Minor in Portuguese, College of Arts and Sciences
- Revision of BSN, Basic Entry and Second Degree Option, College of Nursing

## AGENDA TOPICS

### 11. POSTHUMOUS DEGREE REQUEST FOR ASHLEY FORSYTHE

Professor Laura Crossey presented the following requests for a posthumous degree to be approved for Ashley Forsythe. The request has met all approvals prior to the Faculty Senate. The posthumous degree was unanimously approved.

To : Vivian Valencia, University Secretary  
From: Laura Crossey, Professor and Departmental UG Advisor, EPS  
Date: February 15, 2010  
Subject: Posthumous Degree request, A. Forsythe

The Department of Earth & Planetary Sciences requests that UNM award a posthumous degree in the name of Ashley Forsythe. Ms. Forsythe had completed most of her degree prior to her untimely death in December, 2009 (Banner ID [REDACTED]).

The degree is a **Bachelor of Science in Earth & Planetary Sciences**. Her minor was Distributed Sciences. Ms. Forsythe may also be eligible for **University Honors** and we request that this also be noted.

In brief, Ashley entered UNM already firmly dedicated to becoming a volcanologist. She enrolled in a Freshman Learning Community that had a geology emphasis. She sought advisement in her first semester to assure that she was taking appropriate coursework. Ashley declared the BS major in EPS as well as the Distributed minor associated with that degree with the stated intention of preparing herself for graduate study. She was an excellent student in her core courses: she had completed all but the final core course in Structural geology (which she would have been taking this semester) and the required Field Camp- which she would have taken this summer. Several electives in the degree and minor also would have been taken this spring. Some of her supporting coursework was taken at CNM. Ashley was also an intern for the United States Geological Survey, an excellent indicator of her commitment to the degree and profession.

Thank you for your assistance in this matter. If there is any additional information needed, please contact Dr. Laura Crossey at 277-5349 or [lcrossey@unm.edu](mailto:lcrossey@unm.edu).

To : Kathleen Sena and Cindy Mortensen, Office of the Registrar  
From: John W. Geissman, Chair and Laura Crossey, Departmental Advisor  
Date: February 8, 2010  
Subject: Posthumous Degree request, A. Forsythe

The Department of Earth & Planetary Sciences requests that UNM award a posthumous degree in the name of Ashley Forsythe. Ms. Forsythe had completed most of her degree prior to her death in December, 2009 (Banner ID [REDACTED]).

The degree is a **Bachelor of Science in Earth & Planetary Sciences**. Her minor was Distributed Sciences. Ms. Forsythe may also be eligible for **University Honors** and we request that this also be noted.

The Department is having a memorial ceremony on Friday, February 12. We request that the certificate be prepared in time for the afternoon presentation to Ashley's parents. Thank you for

your attention to this matter. If there is any additional information needed, please contact Dr. Laura Crossey at 277-5349 or [lcrossey@unm.edu](mailto:lcrossey@unm.edu).

**12. REQUEST FOR FACULTY SENATE SUPPORT OF LIBRARY FUNDING PROPOSAL**

Faculty Senate Library Committee Chair Steven Harris presented the following University Library funding proposal. A motion was made that the Faculty Senate supports the Library Committee funding proposal. After brief discussion, the motion was passed with one opposed and no abstentions.

**Background:**

Elsevier publishes many of the most highly rated scientific journals in the world, on a platform called ScienceDirect. UNM currently subscribes to 271 of these Elsevier journals. The total subscription cost for these journals for the current fiscal year is \$576,777. Elsevier offers the Freedom Collection package, which includes nearly all of the titles published by Elsevier and their partner publishers (over 1,700 titles). Faculty and graduate students would like to have access to all the titles in the Freedom Collection. It is one of the most frequent requests heard in the libraries. In the recently completed LibQual survey, faculty expressed very strong feelings that the libraries fall short in journal collections they require for their research.

**Benefits to UNM Research:**

Elsevier will provide access to the entire Freedom Collection for the cost of the current UNM subscriptions plus an additional content fee. Through this offer UNM can provide access to over 1,400 additional Elsevier journal titles. On a cost per title basis, this would improve UNM's efficiency from over \$2,000 per title to closer to \$400 per title. Having immediate access to the entire Freedom Collection would greatly increase the productivity of UNM researches and eliminate the need to submit many interlibrary loan requests. The Freedom Collection titles would be accessible on all UNM campuses, and remotely to UNM Albuquerque faculty, staff, and students via their NetID logon.

**Funding Request:**

UNM has entered a 5-year agreement with Elsevier for the Freedom Collection. The extended agreement keeps annual increases lower than current journal inflation rates. The libraries have made strategic cuts in order to meet the first year requirements of the agreement and have also budgeted for the ongoing cost and inflation of the subscribed Elsevier journals. The additional content fees in years 2011-2014, however, will be difficult to cover on existing library budgets. The Faculty Senate Library Committee would like to request funding from allocated research overhead moneys for the UNM ADDED CONTENT FEES in years 2011-2014 of the agreement with Elsevier (see table below), with the option of continuing the support if the agreement is extended beyond 5 years. Funding will allow the libraries to sustain the agreement over 5 years and significantly increase the number of scientific journals available to UNM researchers without requiring the cancellation of other journal subscriptions or the cannibalization of other library collection projects.

<b>Expense</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>
UNM SUBSCRIPTIONS	\$576,777	\$605,616	\$635,897	\$667,692	\$701,076
UNM ADDED CONTENT FEES	\$112,286	<b>\$140,401</b>	<b>\$168,671</b>	<b>\$177,104</b>	<b>\$188,959</b>



### **13. EFFORT CERTIFICATION**

Research Policy Committee member Professor Dan Barkley (University Libraries) presented the following draft Effort Certification. Professor Barkley is the chair of the Effort Certification subcommittee. UNM does not have a formal Effort Certification Policy. This makes UNM out of compliance with Federal Regulation OMB A-21. UNM could potentially be audited. A policy needs to be in place to protect Principle Investigators on Federal Research grants.

Most of the language below was taken from the Federal guidelines. After the presentation, the senate voted to approve the policy. There was one opposed and no abstentions.

#### **Draft Effort Reporting Policy**

##### **Purpose:**

Conduct of research is a primary mission of the University of New Mexico. The University is committed to ensuring that effort expended on federally sponsored agreements is appropriately documented, that salaries and wages charged to sponsored agreements reasonably reflect the effort expended on those agreements, that effort is certified by authorized personnel in a timely manner, and that effort certifications comply with sponsor requirements and federal regulations.

##### **Policy:**

Certification of effort is an OMB Circular A-21 requirement that the University of New Mexico agrees to when a contract or grant is accepted that is fully or partly funded by the federal government. Timely effort reports, generated by the University, are used to document the certification of effort. The OMB requirement is designed to ensure that:

- a) The percent of effort expended on each project is not less than the percent of effort committed to the sponsor to spend on the project.
- b) The percent of effort expended on each project is not less than the percent of salary charged to the project.

To comply with OMB A-21, an individual with first-hand knowledge of the work performed and the benefitting sponsored project shall certify effort reports in a timely manner.

##### **Monitoring Uncertified Effort Reports:**

The University of New Mexico is committed to ensuring that effort reports made in connection with federally sponsored projects are accurate, timely, reasonably reflect the actual level of effort expended, and comply with all agency requirements. It is each department's responsibility to ensure that a process has been appropriately established to certify effort reports on a timely basis. Effort reports that are outstanding at the certification deadline may result in salary and related costs being disallowed by the federal funding agency. Principal Investigators, department chairs or equivalent, and deans/directors or above, as appropriate, will be notified of effort reports that have not been certified.

##### **Independent Evaluation:**

The University President or designee will ensure that there are periodic reviews of the effort reporting system.

##### **Rules, Procedures, Guidelines, Forms, and other related resources:**

1. Rules *[reserved]*
2. Procedures *[reserved]*
3. Guidelines *[reserved]*
4. Forms *[reserved]*
5. Other Related Resources *[reserved]*

References:

United States Office of Management and Budget CIRCULAR A-21,  
[www.whitehouse.gov/OMB/circulars/a021/a021.html](http://www.whitehouse.gov/OMB/circulars/a021/a021.html)

#### **14. FACULTY SENATE RESTRUCTURE PILOT PROJECT**

President Doug Fields explained that there was a proposal for a Health Sciences Center (HSC) Pilot Council that came out of the Restructuring Task Force. The pilot would be formed in a way as to not violate the Faculty Handbook (FHB).

Operations Committee members Nikki Katalanos (Physician Assistant Program) and Mary Lipscomb (Pathology) worked with EVP John Trotter (Health Sciences) to formulate the pilot council. The pilot will be presented to the senate once it is ready.

A second pilot council is being considered. It would be the Research and Creative Works Pilot Council.

#### **15. STUDENT VETERANS**

President-Elect Richard Wood presented the following resolution in recognition of student veterans at the University of New Mexico. The Associated Student Veterans of the University of New Mexico approached the Operations Committee with a request and rationale for student veteran recognition and observance of Veterans' Day. The resolution was passed with one opposed and no abstentions.

Whereas, the Student Veterans at UNM organization has requested that Veterans Day be named an official academic holiday at the University of New Mexico, and requested Faculty Senate endorsement of this proposal; and

Whereas, the UNM faculty desire to express our support for students who have served American society and the world via service in the armed forces and in myriad other forms of dedicated service; and

Whereas, adding an additional holiday to the academic calendar would require that we delete an existing holiday or break day; and

Whereas, this would create new burdens for UNM staff employees, students, and others who have to adjust existing work, childcare, and vacation schedules;

Therefore, be it resolved that the Faculty Senate will fully support any decision by University authorities to designate Veterans Day an additional UNM holiday;

Be it further resolved that, should it be impossible to add an additional holiday, then the Faculty Senate of the University of New Mexico requests that UNM heighten the recognition of Veterans Day by holding an official service that recognizes those who have served in the military or forms of dedicated service, and in particular remembers those wounded or killed in the course of such service;

Be it further resolved that UNM faculty are encouraged to excuse from class attendance or assignments all veterans or students who wish to attend that service.

#### **16. NEW BUSINESS AND OPEN DISCUSSION**

One new item was presented:

##### **RETIREMENT INCENTIVE UPDATE**

President-Elect Richard Wood reported that he is going to recommend to the task force that UNM not

move forward with the plan. If a lot of faculty do not participate, the result would be financial strain on the smaller departments. The deans are opposed to the retirement incentive plan. In the current economic and political climate, it might be negative public relations for UNM.

**17. ADJOURNMENT**

The meeting was adjourned at 4:45 p.m.

Respectfully submitted,

Rick Holmes  
Office of the Secretary