

8-30-2011

## Faculty Senate Summarized Minutes, 8/30/2011

UNM Faculty Senate

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# FACULTY SENATE SUMMARIZED MINUTES

2011-2012 Faculty Senate  
AUGUST 30, 2011

The Faculty Senate meeting for August 30 was called to order at 3:00 p.m. in the Roberts Room of Scholes Hall. Senate President Tim Ross presided.

## 1. ATTENDANCE

**Guests Present:** Faculty Senate President Irene Den Bleyker (UNM Gallup), Professor Joseph Cook (Biology), Professor Kathleen Keating (University Libraries), and Past President Merle Kennedy (Staff Council).

## 2. APPROVAL OF THE AGENDA

The agenda was approved as written.

## 3. APPROVAL OF SUMMARIZED MINUTES FOR APRIL 24, 2010 MEETING

The minutes were approved as written.

## 4. POSTHUMOUS DEGREE REQUEST CHRISTINA JOE

Faculty Senate President Irene Den Bleyker (UNM Gallup) presented the following request for a Posthumous Associate of Science in Nursing for Christina Joe. The request was approved by unanimous vote of the Faculty Senate.



August 2, 2011

University of New Mexico  
Faculty Senate Operations Committee  
Office of the University Secretary  
MSC05 3340  
1 University of New Mexico  
Albuquerque, NM 87131-0003

On recommendation of the faculty and with approval from the Dean of Instruction of the University of New Mexico at Gallup, we request award of an Associate of Science (AS) posthumous degree in Nursing to Ms. Christina Joe, Banner Student ID 100883891. Ms. Joe died in an automobile accident in Gallup on Saturday, July 23, 2011. At the time of her death Ms. Joe was a student in good standing in the Nursing Program at Gallup and needed six (6) units of credit to graduate. Dr. Sylvia Andrew, UNM-Gallup Executive Director, concurs in this recommendation.

Ms. Joe was president of the Student Nursing Association and a leader among her colleagues at the Campus and her loss is a particularly hard one for all of us. Ms. Joe, an Iraq Conflict Veteran and a Staff Sergeant in the New Mexico Army National Guard, was buried with full military honors in Gallup on Friday, July 30, 2011.

Respectfully submitted,

Dr. A. Neal Mangham  
Dean of Instruction

cc: Dr. Sylvia Andrew, Executive Director  
Mr. Esequiel Garcia, Director of Student Services

*E:\Instructional depts\Nursing\C. Joe Posthumous degree request.doc*

## 5. FACULTY SENATE PRESIDENT'S REPORT

Faculty Senate President Tim Ross reported the following:

- President Ross welcomed new and returning senators to the 2011-2012 academic year.
- President Ross introduced Senator Scott Hughes from the Law School. Senator Hughes will serve as parliamentarian for the senate.
- New senators will receive an orientation book with information on university governance and the Faculty Senate. Any returning senators that wish to receive a book should contact President Ross or the Office of the University Secretary.
- There are four new or ongoing policies:
  - C100, C110 Workload Policies (OPS working with Provost)
  - C07 Faculty Progressive Discipline Policy (Senate approved in April)
  - Career Track for Lecturer Policy (new addition to Section B)
  - Endowed Chair Selection Process (new policy, addition to Section B)
- There will be six initial thrusts:
  - Formation of an Honors College
  - Movement of OLIT from the College of Education to the University Libraries
  - Strategic Budget Process (faculty/staff compensation)
  - Academic Strategic Plan (Provost's Office)
  - International Studies Office (Senate motion in September)
  - Reorganization of the Senate (proposal for review later in the semester)
- Provost Abdallah approved additional administrative help in the Office of the University Secretary. Part of the duties of the new staff member will be to support the Faculty Senate Committees.
- President Ross reminded the senate about the reception that follows the senate meeting at 4:30 p.m. in the Faculty Staff Club.

## 6. RECAP OF LAST YEAR

Faculty Senate Past President Richard Wood presented the following summary of Faculty Senate and Operations Committee activities from 2010-2011. Last year, discourse shifted and faculty were more involved in governance decisions. The one failure last year was the repeal of the Regent Vetting Process by newly elected Governor Suzanna Martinez that the Faculty Senate Operations Committee worked hard to implement.

June 30, 2011

Dear colleagues:

This will be my last official message to the faculty in my role as president of the Faculty Senate this year. Incoming President Tim Ross has generously lent me access to this email account for a last send-out, for which I am grateful.

This has been a difficult year for all of us, as we continued to struggle through the budgetary and academic implications of the downturn in state finances and other negative impacts on our academic endeavors. Given the constraints that we faced, we did better than we feared a year ago. But that fact does not diminish the budgetary pain felt by faculty, staff, and students through the myriad of cuts that affected us all this year. Of course, some departments were able to shield themselves from the impact of those cuts better than others, either temporarily or permanently; but the reality is that core I&G funding for our mission suffered significantly.

In addition, as this message is being sent, all of us are experiencing the further pocketbook cuts resulting from the Legislature's decision to cushion the state General Fund budget by capturing 1.75% of all state employees' salaries. Your July 1 paycheck will have reflected that change. I assume we will need to fight in order for that cut not to become permanent.

None of what I say next should undercut the realities above, nor the fact that we need ongoing transformation of UNM's culture and structure. But I believe we are now well-positioned for a turnaround in the year ahead. Several factors convince me of this:

1. We have a new interim Provost with the vision, leadership skills, and emerging team (both the Deans and the staff in the Office of the Provost) to move us forward intellectually and organizationally;
2. Under new Faculty Senate President Tim Ross, we have a faculty leadership team in place to uphold the faculty's end of shared governance in ways that truly defend and advance the academic mission, and we are discussing what structural changes will best support this;
3. We have a new interim Dean of our largest college who likewise brings the vision and skills needed to advance the transformative process we have begun over recent years of faculty-led revisioning;
4. We will be significantly involved in the search for a new President of the University currently being organized by the Regents;
5. From a position of strength, we have forged or deepened the kinds of partnerships that we need to advance the academic mission – with key administrators and staff, with the Board of Regents, with students, with parents and alumni, etc. None of these partnerships should be taken for granted, but it's a start;
6. The University committed new money for faculty hiring this year that should allow 15-20 NEW positions to be filled, beyond replacement; and the finances of the State of New Mexico have begun to recover, with revenues well ahead of forecasts.

Taken together, we are in better shape than I would have dared to hope a year ago. All of these positive factors may allow us to make real progress in the months ahead, despite some ongoing counter-vailing headwinds (especially our current political context opposed to public institutions, emerging cuts to federal research funding, and the fact that we still face holes in our budget from past cuts).

Recovering from the hits to our academic mission of recent years will not be easy. Let us do our part to make it happen. With this note, I return to full-time faculty work as a researcher and teacher, proud to be part of this faculty and this University.

With warm regards,  
Rich Wood

## 7. INTERNATIONALIZATION

Faculty Senate President Tim Ross presented the following report from the Faculty Senate Ad Hoc Committee on Internationalization. President Ross asked the senate to review the following and be prepared to vote on the report at the September 27, 2011 meeting.

UNM Faculty Senate Ad Hoc Committee on  
Internationalization  
August 2011

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***Committee members:***

Dante DiGregorio, Co-chair, Anderson School of Management  
Natasha Kolchevska, Co-chair, College of Arts and Sciences  
Dale Alverson, Health Sciences Center  
Claire-Lise Benaud, Zimmerman Library  
Melissa Bokovoy, College of Arts and Sciences  
Sherri Burr, School of Law  
Terry Crowe, Health Sciences Center  
Chris Duvall, Arts and Sciences  
Frank Gilfeather, College of Arts and Sciences  
Ramiro Jordan, School of Engineering  
Margot Milleret, College of Arts and Sciences  
Cassiano de Oliveira, School of Engineering  
Christine Sauer, College of Arts and Sciences

Doug Thomas, Anderson School of Management

*Ex-officio after July 1, 2011*

Chaouki Abdallah, Interim Provost and Executive Vice-President  
Mark Peceny, Interim Dean of the College of Arts and Sciences

#### **RATIONALE:**

International education figures prominently in the stated mission of UNM, and comprehensive internationalization at UNM is crucial to helping New Mexico's students, economy and society prepare for increased interdependence across nations. As stated by the NAFSA, the Association of International Educators ([www.nafsa.org/cizn/](http://www.nafsa.org/cizn/)), "*Comprehensive internationalization is a commitment, confirmed through action, to infuse international and comparative perspectives throughout the teaching, research and service missions of higher education. It shapes institutional ethos and values and touches the entire higher education enterprise. It is essential that it be embraced by institutional leadership, governance, faculty, students, and all academic service and support units. It is an institutional imperative, not just a desirable possibility.*"

International education refers to the cross-border and global dimensions of the university's core activities related to teaching, research and service. It therefore includes the recruitment, admission and support for international students admitted into UNM's degree programs; incoming and outgoing study abroad through both exchanges with foreign universities as well as through UNM faculty-led programs, sponsored programs involving international topics and partner institutions abroad, academic programs and courses on campus that help UNM students acquire knowledge and skills related to international and global topics, and new initiatives that enhance international education at UNM (e.g., joint or dual degrees, internationalization of the core curriculum, etc.). Internationalization also involves support for international research and service projects and initiatives undertaken or sponsored by UNM faculty, who have a long and active history of involvement in multicultural and international projects.

In order to elevate the stature and performance of international education at UNM, we recommend a set of changes to administrative and financial structures, policies, and procedures within the Provost's office that will improve the efficiency and effectiveness of the efforts of various units that currently contribute to international education at UNM. These changes will enable UNM to pursue goals that include catching up to UNM's peer institutions in several performance areas related to international education, including the percentage of students who study abroad and of international students as a percentage of the student body.

This document a) elucidates the centrality of internationalization efforts to UNM's academic mission; b) establishes goals for a coherent internationalization program that will advance UNM's core missions, and c) makes recommendations on how to achieve this program.

#### **GOALS:**

The goals of international education at UNM are as follows:

- Enhance student and faculty access to international educational, research and service activities and increase international student enrollment on campus.
- Increase faculty governance of all aspects of international education, research and service.
- Establish goals and metrics for:
  - internationalizing academic units and curricula (including study abroad)
  - recruiting international students
  - supporting and coordinating international research and service.
- Establish structures and policies to:
  - enable the financing and coordination
  - ensure the transparency and accountability of all aspects of international education, research and service.
- Identify and prioritize strong international partners to ensure productive and sustainable collaborative efforts.

#### **RECOMMENDATIONS:**

##### **1. Create an International Initiatives office at UNM and appoint an Associate Provost for International Initiatives.**

We recommend that an Office of UNM International Initiatives be created as a unit under the Provost, led by a tenured faculty member serving as Associate Provost for International Initiatives. The Associate Provost should serve on a part-time basis, reporting directly to the Provost. To increase efficiency, the current Office of International Programs and Studies (OIPS) should be dissolved and two new units established: an Office of International Scholar Support Services (ISSS) that unifies all support services for international faculty and students, and a Study Abroad Office (SAO) that unifies all study abroad efforts on campus. These two units, as well as the Latin American and Iberian Institute (LAI), will report

directly to the Associate Provost. The new Associate Provost will also oversee the following functions: coordination of international recruitment and admissions functions, implementation of Amigos Scholarships for international students and Regents Scholarships for Study Abroad, funding mechanisms for faculty-led study abroad programs including a 'tuition capture' system, and any 'platform' programs that may be created, including but not limited to the UNM Rome Center. Individuals reporting directly to the Associate Provost for International Initiative should include the Directors of the LAII, ISSS, SAO, and Center for English Language and American Culture (CELAC).

## **2. Establish a faculty-led advisory committee for international initiatives.**

A standing committee should be established to provide faculty governance over the activities of UNM International Initiatives. Modeled in part on the Executive Research Advisory Committee (<http://research.unm.edu/erac/>), this body would include leadership from the colleges and schools (i.e., associate deans or deans' representatives), international education leadership (Associate Provost, ISSS, LAII, ISI and Study Abroad Directors), and a set of dean's liaisons, faculty members and staff involved in international programs. Faculty members must represent multiple units and diverse regional interests. The governance committee will work with the Associate Provost for International Initiatives to establish goals, strategies, and performance metrics for international education, research and service. The committee will also advise on specific policy decisions including: expansion of international content in UNM curriculum offerings, support for critical and less-commonly taught languages, and development of platform programs (dedicated international sites available for UNM programs across disciplines).

## **3. Create a Study Abroad Office reporting to the Associate Provost for International Initiatives.**

UNM does not currently have an institutionalized mechanism for supporting faculty-led study abroad programs. At the same time, study abroad activities are currently dispersed in an awkward fashion between LAII (usually Spain and Latin America) and OIPS (usually the rest of the world). There is also an opportunity to develop foreign-based platforms for UNM programs as has previously been done in Quito and Rome. The new office should be created by reassigning staff from the current Office of International Programs and Studies (OIPS) and LAII. The director of that office should manage international exchanges for supporting incoming and outgoing students, in collaboration with ISSS, LAII, SAO and other units. The office should be responsible for implementation of the newly acquired TerraDotta software system. The office should support faculty-led study abroad programs by assisting with compliance issues (e.g. TerraDotta, adherence to UNM travel and security policies, collection of documentation for insurance and waivers), integration with UNM student advisement and registration systems, handling financial arrangements for international payments and reimbursements for faculty-led study abroad, and implementation of financing mechanisms for study abroad programs including the Regents Scholarships and tuition capture. In-country logistical support will generally be provided by UNM's academic units or third party providers, but UNM International Initiatives should assess whether it also makes sense to invest in foreign-based platforms that would provide this higher level of support for a very limited number of locations.

## **4. Establish new mechanisms for funding international education at UNM.**

International education at UNM can benefit from structural and procedural changes that will enable more efficient and effective use of existing resources as well as more effective leveraging of existing resources to compete for additional outside funding. **First**, existing resources include the Regents Scholarships, international recruitment funding, and the Amigos scholarships. We recommend that the Provost's office commit existing, discretionary resources as start-up, seed funding for the Associate Provost for International Initiatives and the new Study Abroad Office. **Second**, this start-up funding would allow these units to compete for external funding opportunities. The Associate Provost's office should collaborate with the VP for Research and with academic units to seek external funding for international programs and to support proposals coming from academic units. **Third**, administrative reorganization, as described above, would reduce the duplication of efforts across campus, and instill greater transparency and accountability in the use of existing resources. **Fourth**, a prior faculty-led committee determined that the most feasible system for funding faculty-led programs would be a 'tuition capture' system enabling programs to utilize a percentage of the tuition these programs generate, yet this system has not been implemented. The Associate Provost's office should vigorously pursue the implementation of a 'tuition capture' system.

## **5. Evaluate and reassign staff in the Division of Enrollment Management to work exclusively on international recruitment and admissions.**

Significant opportunities for recruiting and enrolling international students at UNM are being missed because of inadequately trained staff and inadequate lines of communication on international matters with the Division of Enrollment Management. UNM should follow the model of other universities and hire a professional International Recruitment Manager.

## **6. Articulate an agreement that clarifies the relationship between the Associate Provost for International Initiatives and the Health Sciences Center.**

This agreement will determine lines of oversight and authority, funding, and travel policies and create an executive international officer at the HSC who is a counterpart to the Associate Provost for International Initiatives on main campus.

## **7. Create a single clearinghouse for all international educational, research and services at UNM.**

This clearinghouse will collect basic information on all projects and initiatives with an international focus into a database

that will be made available to students and faculty. The availability of this information will encourage greater student participation in international education, and enable faculty to leverage existing campus resources and expertise in the development of new programs.

#### **Unresolved Issues:**

1. The 'academic home' of the programs offered by the International Studies Institute (BA in Asian, European, and International Studies) and the Latin American and Iberian Institute (BA, MA, and PhD in Latin American Studies) would still be the College of Arts & Sciences, and these programs would generally be led by A&S faculty (and compensated by A&S) while also collaborating with other academic units and the Associate Provost for International Education. While there is already a precedent for this (LAI/LAS), details would need to be worked out.
2. How can key staff be involved in the faculty governance committee? In some academic units, staff are very involved in directing activities such as coordinating study abroad programs.
3. Where does CELAC (Center for English Language and American Culture, currently part of OIPS) fit in? CELAC is self-funded and operates fairly autonomously.

#### **APPENDIX A: BACKGROUND INFORMATION**

New Mexico, as a border state, had long before statehood close cultural and historical ties to the extended regions to our south. In the 20th century our state strengthened these unique cultural ties as UNM became an important center of study and exchange between our people and those in Latin America. These unique ties need to continue and be nurtured, yet there arises now a new need to seek broader cross-cultural experiences for our students. In the 21st century, borders are becoming less important and globalization means that knowledge of world regions and peoples has become critical to the success of our graduating students. In educating both undergraduate and graduate students for 21st century careers and opportunities, UNM needs to look at what skills and experiences will prepare them for the mid-century world – one we are just beginning to sense. For our students to compete and be successful, they will need in addition to their academic field a global view that is informed and sensitive to other cultures and societies. This is why international programs are becoming so important not only at UNM but at all universities. UNM thus seeks to commit to a strategy and to a new structure and policy enhancements designed to internationalize all aspects of teaching, research and service. This UNM Faculty Senate Ad Hoc Committee report lays out recommendations to strengthen, expand and support our international and study abroad programs while maintaining our particular and traditional strengths.

In May, 2011, the Faculty Senate Operations committee, in consultation with FS President Richard Wood, decided to create an ad hoc committee on international education at UNM. This initiative was prompted by the failure of leadership and imagination at the highest levels of UNM's administration, which has resulted in a highly decentralized and disorganized approach to the critical issue of internationalizing the UNM campus. It is also a response to the Higher Learning Commission's 2009 accreditation report that called for faculty—as the university's most enduring body—to play a more central role in university governance in matters of research, teaching and curricula. As UNM's peer institutions have understood, internationalization efforts lie at the heart of everything we do in higher education in the 21st century. The current level of decentralization has been to the detriment of our students and our faculty. UNM, with its remarkable international and multicultural history, needs to aggressively address this issue in all of its dimensions.

Numerous units are involved in a very broad range of international initiatives at UNM: The Office of the Deputy Provost, the Office of International Programs and Studies (OIPS), the Latin American and Iberian Studies Institute (LAI), the offices of the Vice Presidents for Student Affairs, Enrollment Management, Research, etc. In addition, there is a large number of study abroad programs that are led by faculty in various colleges, including A&S, Management, Engineering, Law and Health Sciences.

UNM's international efforts have been the focus of numerous committees and executive reports over the past ten years, and we do not want to duplicate or take away from the excellent work that has been done by various stakeholders. Rather, the charge to the committee, chaired by Dante DiGregorio (ASM) and Natasha Kolchevska (A&S), was to examine and summarize the current status of a broad range of international issues at UNM and to make recommendations to the Faculty Senate and the Provost on how to bring UNM up to the level of our peer institutions. Committee members included faculty from north and main campuses who have been involved in various internationalization efforts—from recruiting to faculty-led study abroad programs to faculty research. It was the intention of this committee to make recommendations that would create a blueprint for coordinating international education and laying out a program for the comprehensive internationalization of the UNM campus. We feel that as long-term stakeholders, faculty are in a unique position to make both practical recommendations that can be implemented rather quickly and a vision for UNM that will endure and survive, regardless of the specific higher administration. Only through a combination of shared responsibility and collaboration between faculty and administration can we advance UNM's international education missions in all of their depth, breadth and richness.

The ad hoc committee met on a regular basis between May and August 2011 and invited various stakeholders, including:

- ▲ Chaouki Abdallah, Interim Provost
- ▲ Kate Moore, Office of the Provost
- ▲ Johannes Van Reenen and Jane Slaughter, OVPR
- ▲ Daniel Ortega, Special Assistant to the Provost for International Affairs

- ▲ Susan Tiano, Director of the Latin American and Iberian Institute,
- ▲ Ken Carpenter, Associate Director of the Office of International Programs and Studies
- ▲ Linda Melville, International Student Services, OIPS
- ▲ Eliseo Torres, VP for Student Affairs
- ▲ Terry Babbitt, Acting VP for Enrollment Management
- ▲ Katie Richardson, President, GPSA

#### **APPENDIX B: LIST OF RELEVANT REPORTS AND RECOMMENDATIONS, 2002-2011**

June 22, 2011 Report on Briefing by Daniel Ortega (see attachment)  
 June 6, 2011 Restructuring Study Abroad Programs at UNM  
 April 15, 2011 Proposal to Merge Study Abroad Office functions in one location  
 March 2011 Study Abroad Business Model  
 February 28, 2011 Draft Proposal from Enrollment Management for Recruitment of International Students  
 February 2011 LAII response to President's Cost-Cutting Committee (see attachment)  
 November 3, 2010 OIPS self-study  
 November 23, 2009 Proposed recommendations for UNM sponsored group trips abroad  
 May 28, 2009 Final Proposal of UNM Task Force on International Programs  
 Summer 2009 UNM Study Abroad Task Force 2009: Impediments to International Programming--Summary of Comments from Prior Initiatives (see attachment)  
 2009 Faculty-Led Programs in A&S (see attachment)  
 2008 UNM Study Abroad Advisory Committee (SAAC): History and Outcomes (2002– 2008) (see attachment)  
 February 1, 2006 UNM International Task Force Report (see attachment)  
 May 1, 2003 Inventory of International Programs at UNM  
 October 25, 2002 Provost Foster's Call for "More Ideas to Inform Campus Dialogue about International Agenda"

## **CONSENT AGENDA**

### **8. SUMMER 2011 DEGREE CANDIDATES**

The Summer 2011 Degree Candidates were approved by unanimous voice vote of the Faculty Senate.

### **9. 2011-2012 FACULTY SENATE COMMITTEE APPOINTMENTS**

The 2011-2012 Faculty Senate Committee Appointments were approved by unanimous voice vote of the Faculty Senate.

## **AGENDA TOPICS**

### **10. FACULTY SENATE COMMITTEES UPDATE**

President-Elect Amy Neel (Speech and Hearing Sciences) provided the following update on the status of the Faculty Senate Committees:

- In March of each year, the Office of the University Secretary solicits volunteers to serve on Faculty Senate Committees. First choice is typically given to Faculty Senators, and then other faculty's first preferences are filled. Some committees have specific requirements for membership.
- The committees are close to being filled but there will be some additions and resignations in the next few months.
- President Elect Neel is responsible for committee assignments.
- All nineteen committees are being reviewed for functionality. President Elect Neel will try to meet with each Faculty Senate Committee. The Scholarship Committee will be reinvigorated. The Faculty Ethics and Advisory Committee's role will be reviewed in light of the new Faculty

Disciplinary Policy.

- President Elect Neel thanked senators for sitting on the senate and encouraged them to sign-up for committee service.

## **11. CORE CURRICULUM**

Curricula Committee Chair Kathleen Keating presented the following:

- The Faculty Senate passed the Curricula Committee charge revision that gives the Curricula Committee oversight of the core.
- The Committee is developing policies for adding, removing, and changing courses in the core. The proposed policy will be sent to the faculty again. It is a very vigorous process.
- Core Curriculum changes will not be non-consent agenda items to allow for vetting and discussion.

## **12. FORM D – NEW MASTER OF ARTS, MASTER OF SCIENCE AND UNDERGRADUATE CERTIFICATE IN MUSEUM STUDIES**

Director James Dixon (Maxwell Museum of Anthropology and Chair of the UNM Museum Council) presented a request for a new Master of Arts, Master of Science, and Undergraduate Certificate in Museum Studies.

- When he joined UNM, Director Dixon was charged with developing an interdisciplinary program in Museum Studies. The Form D process began in December 2008.
- The graduate degree is built upon an existing undergraduate minor in Museum studies. It is designed to harness the great potential of UNM Museums. The University has five major museums and many other smaller museums and collections. Most are underutilized assets at the university.
- The states of Colorado and Texas have had similar programs for 30-40 years. New Mexico is tenth in the United States in museums per capita yet there lacks a career path to the museum profession.
- The program is a 33 credit-hour interdisciplinary program with a thesis and a project track. It dovetails with an undergraduate certificate program which would be delivered by formal courses and online through Extended University.
- There is no clear pathway for interdisciplinary programs at UNM. This proposal has been reviewed by essentially 'everyone'. The package has been through more than ten iterations, particularly the College of Arts and Sciences and the College Fine Arts.

President Ross informed the senate that since this proposal comes from a Faculty Senate Committee, it does not need a motion or a second. The proposal was opened for discussion. Past President Wood asked what type of career a graduate might seek. Director Dixon replied that it is designed for mid-level administrators in small museums, tribal cultural centers, collection managers, conservators, database managers, etc. High level positions are typically PhDs. Through analysis, approximately ten percent of graduates would continue on towards a PhD.

The request for a new Master of Arts, Master of Science, and Undergraduate Certificate in Museum Studies was unanimously approved by the Faculty Senate.

### 13. FACULTY STAFF BENEFITS CHARGE REVISION

President Tim Ross and Past Staff Council President Merle Kennedy presented the following revised charge for the Faculty Staff Benefits Committee. The membership has been changed to have equal representation from faculty and staff. The committee will have faculty and staff co-chairs. The committee is more powerful as a joint committee. The revision was unanimously approved by the Faculty Senate.

This is the charge as it appears in the Faculty Handbook

#### 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 chairperson shall be elected by the voting members of the committee. It is understood that faculty and staff from specialized fields may be invited to provide information and advice as required.)

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We recommend this joint committee be revised and mirror resolutions be adopted by Faculty Senate and Staff Council as follows:

#### FACULTY AND STAFF BENEFITS COMMITTEE Revised - 4 13 11

The Faculty and Staff Benefits Committee (FSBC) is charged by the Faculty Senate and the Staff Council to review and advise on current and potential University benefits to include but not be 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 to the Faculty Senate, Staff Council and University Administration. Other units within the University shall not create separate benefits committees.

**Membership.** Committee membership will include both voting and non-voting members as follows:

Voting members.

Five faculty members appointed by the Faculty Senate;  
Five staff members appointed by the Staff Council;  
One retiree appointed by the Retiree Association;

Non-voting. (Ex-officio members):

Executive Vice President for Administration/designee;  
Vice President for Human Resources/designee;  
Faculty Affairs and Services Director;  
Human Resources Department Benefits and Employee Services Director; and the  
Payroll Manager.

Visitors. The FSBC may from time to time ask individuals with information/knowledge on special topics to address/advise the committee.

**Chairpersons.** The FSBC will have Co-Chairpersons (one faculty and one staff member) who will be elected annually by the voting members of the committee.

**Minutes.** Minutes will be kept for each meeting and will be reported to the Faculty Senate, the Staff Council and the Retirees Association.

This policy and charge when adopted will be added to the Faculty Senate Handbook and the Staff Council Bylaws.

### 14. PROVOST'S REPORT

Provost Chaouki Abdallah reported the following:

- Provost Abdallah presented the Promotion and Tenure Committee idea to the Operations Committee. The Operations Committee suggested that he select the members rather than the

senate select them since it is an advisory committee of his. He stated that the committee would be a broad representation from campus and would replace a single point with a committee of faculty. The committee would be advisory only and he would make the final decision for the Provost's Office. The committee would replace the duties that former Deputy Provost Richard Holder performed for the Provost's Office on P&T. Senior Vice Provost for Academic Affairs Michael Dougher will sit on the committee. Also, Dr. Holder will sit on the committee for the first couple of years. Provost Abdallah also envisions the process to become more electronic so that materials can be accessed through one location thus reducing the need to print the entire packet at each stage of review. Academic Freedom and Tenure issues would remain with the Academic Freedom and Tenure Committee. The Operations Committee suggested the Provost announce the plan in detail to the faculty and to discuss it with AF&T.

- Due to time constraints, Provost Abdallah ended his report.

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

No new business was raised.

#### **16. ADJOURNMENT**

The meeting was adjourned at 4:30 p.m.

Respectfully submitted,

Rick Holmes  
Office of the Secretary