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UNM Faculty Senate

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TO: Members of the UNM Faculty Senate
FROM: Anne J. Brown, Secretary
SUBJECT: February Meeting

The UNM Faculty Senate will meet on Tuesday, February 11, 1992, at 3:30 p.m. in the Kiva.

The agenda will include the following items:

(pp. 1-4) 1. Summarized Minutes of December 10, 1991
2. Memorial Minute for Professor Emeritus George Arms — Professor James Thorson
3. Memorial Minute for Professor Donald McKenzie — Professor Byron Lindsey
4. Memorial Minute for Professor Nicholaas Moolenijzer — Professor Hanning Atteboe
5. Remarks by President Richard E. Peck
6. Senate President’s Report — Professor Connie Thorson
7. Candidates for Degrees, Semester I 1991-92 — Representatives from the Schools and Colleges

(pp. 5) 8. Committee Appointments and Replacements — Professor Mary Harris
9. Proposed Policy on Tuition and Fees Waiver for UNM Employees’ Dependents — Professor David Denting, Professor Connie Thorson

(pp. 6-9) 10. Modifications regarding Academic Dishonesty for the Student Standards and Grievance Procedure — Professor Connie Thorson

(pp. 10-14) 11. Term Limitations for Deans and Chairs — Professor Connie Thorson
12. Honorary Degree Nominations — Professor Pauline Turner
The February 11, 1992 meeting of the Faculty Senate was called to order by President Connie Thorson at 3:30 p.m. in the Kiva.

Senators present: Gloria Birkholz (Nursing), Zella Bray (Nursing), James Deason (Gallup Branch), Susan Deese (Zimmerman Library), Michele Diel (Valencia Branch), Luisa Duran (Education), Kenneth Gardner (Medicine), John Geisman (Geology), Larry Gorbet (A&S), Mary Grizzard (Fine Arts), Mary Harris (Education), Richard Harris (A&S), Donald Kendall (Engineering), Demetra Logothetis (Dental Programmes), William MacPherson (Law), Joseph Martinez (Education), Kathleen Matthews (University College), Patrick McEnaure (A&S), Donald Mavitig (A&S), David Mull (Zimmerman Library), Cornelia Oronzee (A&S), Prasad Patik (A&S), Susan Pearson-Davis (Fine Arts), Walter Putnam (A&S), Glynn Raymond (Pharmacy), Jose Rivera (Public Administration), Donald Sisco (Management), Priscilla Smith (Gallup Branch), Russell Snyder (Medicine), Jim Standefer (Medicine), Connie Thorson (Zimmerman Library), James Thorson (A&S), Pauline Turner (Education), Benjimen Walker (Medicine), James Wallace (Medicine), and Et十三届Wilkins (Engineering).

Absent: LynnBianca Boone (A&S), Edith Cherry (Arch & Planning), Marion Cottrell (Engineering), James DePege (Education), Daniel Denken (Medicine), Bradley Ellingboe (Fine Arts), Marilyn Fletcher (Zimmerman Library), Walter Forman (Medicine), Robert Glew (Medicine), Robert Greenberg (Medicine), Shimo Karmi (Engineering), Jerry King (Medicine), Vonda Long (Education), David McPherson (A&S), Ron Storey (Medicine), Donald Vichick (Medicine) and Estelle Zannes (A&S).

Minutes of December 10, 1991. The minutes of December 10, 1991 were approved as distributed.

Memorial Minutes. Memorial minutes for Professors Exeritus George Arms and Donald Mckenzie and Professor Nicholas Molinizer were presented by Professors James Thorson, Byron Lindsey and Hemming Attkinson respectively. The Senate adopted the minutes by rising vote and Secretary Anne Brown was asked to send copies to the next of kin.

Reports by President Richard F. Peck. President Richard F. Peck presented a report on the budget process for 1992-93. The bottom line for Main Campus 166 is that there is approximately $1.5 million of additional general fund money covering primarily workload adjustment and some portion of the enrollment growth factors. There is a compensation adjustment in the House Bill of 1.2% and an adjustment in educational retirement funding of 1.2%. There is no increase in the base fringe benefits. The Legislature will take credit for an assumed 9% adjustment of tuition revenue which is equivalent in our policy to a 3.6% tuition and fee increase. There is no recommendation to take care of inflation or formula adjustment and no adjustment for the Library.

There is $140 million available in severance bonds or general obligation bonds and $1 billion in requests. It is hoped that the Opto-electronics Center will be included in the bond issue. The Governor, the Commission on Higher Education and the Legislative Finance Committee are all in favor of the proposed Center. Additionally, adjustments for handicapped accessibility needs must be made.

THE UNIVERSITY OF NEW MEXICO
FACULTY SENATE MEETING
February 11, 1992

(Summarized Minutes)
Senate President's Report. Senate President Connie Thorson announced that February is Black History Month and encouraged people to participate in activities. In March, the Women's Center will celebrate its 20th anniversary.

The Faculty Reallocation Committee has been meeting regularly and is close to formulating a charge to the Committee.

President Thorson said that budget hearings will be held on February 19 at Continuing Education. These are open hearings and faculty members may attend. The Operations Committee has begun inviting Faculty Senators to lunch a few at a time and she encourages Senators to participate. There will be a meeting on February 18 to discuss the re-establishment of the AAUP chapter on the UNM campus.

Candidates for Degrees, Semester I, 1991-92. Upon recommendation of representatives of the various schools and colleges and the Office of Graduate Studies, the Senate approved the degree candidates for Semester I, 1991-92. The list had been approved by the Board of Regents at their meeting earlier in the day.

Committee Apointments and Replacements. Upon recommendation of Senator Mary Harris for the Operations Committee, the Senate approved the following committee appointments and replacements: Ulf Karlsson (Radiation Oncology) for Don Morris (Hemistry) and William MacPherson (Law) to fill vacancy on the Budget Committee; Steven G. Melleur (Community representative) on the Community Education Committee; Flora Clancy (Art & Art History) for Christiane Joost-Gaugier (Art & Art History) on the Research Policy Committee (SEMESTER II ONLY); Bolva Campbell (Physics & Astronomy) for Jane Caputi (American Studies), Nelson Woodard (Management) to fill vacancy in Management, Jerry Born (Pharmacy) to fill vacancy in Pharmacy and Bruce Dalby (Music) to fill vacancy in Fine Arts on the Undergraduate Committee; Robert Cogburn (Mathematics & Statistics) and Fred Hart (CIMTE) on the Faculty/Staff Benefits & Welfare Committee and Fred Hart to fill the Law vacancy on the Curricula Committee.

Four additional members were appointed to serve on a temporary undergraduate panel of the Student Standards and Grievances Committee: William Johnson (Biology), Howard Rodee (Art & Art History), Patricia Higgins (Nursing) and Mary Sc Campbell (HESSP).

Proposed Policy on Tuition and Fees Waiver for UNM Employees’ Dependents. Senate President Connie Thorson said that the Policy included in the Senate agenda has been replaced by the amended version which was distributed to Senators at the beginning of the meeting. Also distributed was a document from the Staff Council explaining the Council’s objections to the originally proposed Policy.

Several major points in the proposed policy are:
- An eligible faculty or staff member’s spouse and/or dependent children may receive a waiver of tuition for up to eight (8) consecutive semesters, not including summer session.
- All full-time faculty and all full-time, permanent staff employed at UNM for more than one year (9 month academic year faculty appointment is recognized as one year of employment) are eligible to apply for the Dependent Educational Benefit.
- Priority will be given to undergraduate education.

Selection criteria and financial implications of the policy were discussed at length.
Senator Jose Rivera expressed his concern about the selection criteria and funds available. He asked whether any statistics are available regarding who might most likely benefit from the program.

President Thorson said that it was her understanding that the program would be supported by new monies and that there would be a limit to the number of waivers available. A random selection process, perhaps a lottery, would be used to award the waivers.

Senator Mary Harris yielded the floor to President Peck. President Peck said that four of the five objections of the Staff Council were addressed by the revised version of the Policy. Additionally, he noted that the Policy has not been approved by the Board of Regents; that undergraduates will get priority but that no priority will be given to any particular major(s); the President's Council will not be involved in the awarding of the waivers; the funds will be available to all within the limits of available resources; and the proposed program does not negatively impact the existing tuition benefits program for employees.

After extended discussion, the Senate approved the substitute proposal (which was distributed at the beginning of the meeting) in principle and returned it to the Faculty/Staff Benefits and Welfare Committee for further refinement. It will be presented at a later date to the Faculty Senate and to the Staff Council.

Modifications regarding Academic Dishonesty for the Student Standards and Grievance Procedure. General discussion centered around the definition of academic dishonesty and the Senate voted to amend paragraph two of the Policy on Academic Dishonesty as follows:

Academic dishonesty includes, but is not limited to, dishonesty in quizzes, tests, or assignments; claiming credit for work not done or done by others; misrepresenting academic or professional qualifications within or without the University; nondisclosure or misrepresentation in filling out applications or other university records and also instances of hindering the academic work of other students.

All proposed modifications, as amended, were approved by the Senate.

Honorary Degree Nominations. Upon recommendation of Senate President Connie Thorson, this item was postponed until the March meeting.

The meeting adjourned at 5:00 p.m.

Respectfully submitted,

Anne J. Brown, Secretary
The University of New Mexico

To: Faculty Senate

From: Operations Committee

Subject: Committee Replacements

Date: January 30, 1992

The following are submitted for Senate approval:

**BUDGET COMMITTEE**

Ulf Karlsson, Radiation Oncology, 1994
William MacPherson, Law, 1993

**COMMUNITY EDUCATION COMMITTEE**

Steven G. Meilleur, Community Rep

**RESEARCH POLICY COMMITTEE**

Flora Clancy, Art & Art History, for Sem II only, 1992

**UNDERGRADUATE COMMITTEE**

Jerry Born, Pharmacy, 1993
Belva Campbell, Hays & Astr, 1993
Bruce Dalby, Music, 1993
Nelson Woodard, Management, 1992
SUBJECT: Proposed Policy on Tuition and Fee Waivers for UNM Employees' Dependents

REQUIRED ACTION: Approve Policy

BACKGROUND INFORMATION: The attached proposed policy has been reviewed by the Faculty/Staff Benefits Committee and is brought to the Senate for approval.
TUITION AND FEE WaIVERS FOR
UNM EMPLOYEES' DEPENDENTS

(Proposed Policy)

WHEREAS: The University desires to improve employer-paid benefits for faculty and staff as a contribution to employee morale and enhance recruitment.

WHEREAS: The current University sponsored educational benefit program is limited to tuition and fee waiver of one course per semester for an employee or spouse.

WHEREAS: Many Universities have employer sponsored educational benefits that include partial or complete waiver of tuition and mandatory fees for dependent children.

THEREFORE: The University of New Mexico establishes the following education benefits program for employee dependents.

1.0 DEPENDENT EDUCATION BENEFITS

1.1 An eligible faculty or staff member's spouse and/or dependent children may receive a waiver of the value of tuition for up to eight (8) consecutive semesters, not including summer session.

1.2 The maximum number of dependent waivers which an individual employee may have at any time is two.

1.3 The eight consecutive semester limitation is applicable irrespective of whether the dependent enrolls as a full-time or part-time student. A semester eligibility is used, irrespective of the number of credit hours enrolled.

2.0 ELIGIBILITY

2.1 All full-time faculty and all full-time, permanent staff employed at UNM for more than one year (9 month academic year faculty appointment is recognized as one year of employment) are eligible to apply for the Dependent Educational Benefit.
2.2 The University administration may limit the number of tuition waivers for the Dependent Educational Benefit for fiscal reasons.

2.3 When selected to participate in the program, the dependent is automatically continued in the program up to eight (8) consecutive semesters, excluding summer sessions, as long as the dependent maintains a cumulative GPA of 2.0. If there is a break in the eight (8) consecutive semester enrollment, reapplication would be required for resumption of tuition waiver benefits.

2.4 Dependents of full-time faculty or full-time, permanent staff employed at the Albuquerque Campus, the three branches, and the Graduate Centers are eligible to participate in the Dependent Educational Benefits program.

2.5 Participant Selection Criteria:

2.5.1 The following criteria will be used to select the participants each semester in the Dependent Educational Benefit:

- Must qualify for regular admissions to the University.
- Consideration will be given to level of academic work intended, with priority given to undergraduate program enrollment.
- Full-time enrollment will be given priority consideration.
- Number of tuition waivers will be limited by the amount of total funds allocated for the program.
- Time/date of application submission will also be considered.

2.5.2 The University’s Financial Aid Office will receive all applications and make recommendations to the President of the University for awarding the tuition waiver benefits, in accordance with these general policy guidelines.

2.6 Employee/Spouse Participation:

2.6.1 Employees are eligible for the current Employee Educational Benefit tuition waiver program, but are not eligible for the Dependent Educational Benefit program.
2.6.2 Spouses of full-time employees may apply for either the current Employee Educational Benefit tuition waiver or the Dependent Educational Benefit program but not both programs.

2.7 Dependents Receiving University Financial Aid:

2.7.1 Dependents receiving need-based and/or merit-based financial aid may not substitute or add to those financial aid program awards by participating in the Dependent Educational Benefits program.

3.0 ACADEMIC PROGRAMS

3.1 Dependents may obtain tuition waivers under this Dependent Educational Benefits program for enrollment in any course offered for academic credit in the undergraduate, graduate, law, and medical education programs offered by the University of New Mexico, Albuquerque campus. Dependents must meet all normal prerequisite requirements for enrollment.

3.2 Dependents of University employees enrolled in academic courses offered by the branch campuses are eligible for the tuition waiver provided this Dependent Educational Benefit program is adopted and funded by the respective branch campuses. Branch campus employees' dependents who enroll in academic courses at University of New Mexico, Albuquerque campus are included in this program.

3.3 Mandatory student fees and special course fees assessed for participation in instructional academic credit courses and fees charged for courses offered for non-academic credit are not included in the Dependent Educational Benefit program.

4.0 TAXABLE BENEFIT

4.1 Any employee whose dependents participate in this Dependent Educational Benefit program will have the value of the tuition waiver included on the W-2 report to the Internal Revenue Service as supplemental income, in accordance with IRS regulations.
SUBJECT: Modifications regarding Academic Dishonesty for the Student Standards and Grievance Procedure

REQUESTED ACTION: Approve the Modifications

BACKGROUND INFORMATION:

This item was included in the agenda for the December 10, 1991 meeting as an information item. The Senate is now asked to approve the modifications.
MEMORANDUM

To: Connie Thorson, President, Faculty Senate
   Richard Nelson, Chair, Admission and Registration Committee
From: J. Charles Gibson, Associate Vice President & Dean of Students
Re: Modifications regarding Academic Dishonesty for the Student Standards and Grievance Procedure and statement in the Faculty Handbook regarding Dishonesty in Academic Matters

Enclosed please find minor modifications and changes to the above procedure and statement which will be presented to the Regents in an upcoming meeting. These are "housekeeping" items and reflect current practices and clarification rather than substantive changes. If you have any concerns or questions, please call me at x6448.

EMG:jz
Enc.
UNM STUDENT STANDARDS AND GRIEVANCE PROCEDURE

Section

1.8 Other Matters Not Included Under These Procedures

1.8.6. DISPUTES TRANSFERRED, REFERRED, OR APPEALED TO THE STUDENT STANDARDS AND GRIEVANCE COMMITTEE PURSUANT TO OTHER OFFICIAL UNM PROCEDURES SHALL BE HEARD BY THE COMMITTEE UNDER THE APPLICABLE ARTICLES OF THIS PROCEDURE.

ARTICLE 3. ACADEMIC DISHONESTY

3.1 Scope

This section sets forth procedures which shall be followed in cases of suspected academic dishonesty. The rules defining academic dishonesty are set forth in the University of New Mexico Catalog, the Faculty Handbook, and in the Pathfinder. Academic dishonesty includes but is not limited to cheating, plagiarism, or other instances of taking credit for work performed by others, and also instances of hindering the academic work of other students. THESE PROCEDURES ARE NOT EXCLUSIVE; VARIOUS UNIVERSITY DEPARTMENTS AND PROGRAMS MAY HAVE ADDITIONAL POLICIES AND PROCEDURES ON ACADEMIC DISHONESTY. ACADEMIC DISHONESTY IS DEFINED IN THE POLICY ON ACADEMIC DISHONESTY.

3.2.2 The faculty member may be ENCOURAGED to report the matter in writing to the Dean of Students. The report shall describe the facts, including the discussion with the student and any resulting sanction. A copy of such report shall be sent to the student, the faculty member's chairperson and dean, and the dean of the student's college, if different.

3.3. Academic Dishonesty in Other Settings

When academic dishonesty occurs OTHER THAN in connection with any test or examination not connected to a course, THE PERSON WHO OBSERVES OR DISCOVERS THE APPARENT VIOLATION SHALL TRANSMIT IN WRITING TO THE DEAN OF STUDENTS A STATEMENT DESCRIBING THE OCCURRENCE. This subsection does not apply to applicants who have not been admitted to the University.
A student seeking a change in his or her academic record within the scope of this Article shall submit a petition to the ADMISSIONS AND REGISTRATION SUBCOMMITTEE, AT THE Records Office under the Admissions and Registration Subcommittee. The petition shall state the nature of the request, and shall specify the semester involved, the course and section number, the student's name, I.D. number, mailing address and telephone number. The petition shall state the reason for granting the request, and shall include documentation of extenuating circumstances, such as medical, family, or employment needs. The petition shall be typed and signed.

Within one week of receipt of the instructor's response (or lack of response), the Subcommittee shall take action on the petition. If the Subcommittee denies the petition, it shall issue to the student and instructor a brief statement giving the reasons for the denial. It shall, upon the student's request, also forward to the student any response from the instructor.

The student may appeal a denial of the petition by the Faculty Grade Petition FACULTY GRADE PETITION Committee to the Faculty Admissions and Registration Committee. Letters of appeal shall be addressed to the Chair of the Committee and delivered to the Records Office.

The Admissions and Registration Committee shall grant or deny the petition under the procedures set forth in 6.3.3 and 6.3.4. The Committee's decision shall be final.

The parties' right to appeal decisions under these procedures terminates with appeal to the appropriate Vice President. However, the President has the discretionary authority to review all decisions at the Vice Presidential level or below, and the Regents have the discretionary authority to review all decisions of the President. The President or the Regents will normally review grievance or disciplinary decisions only in extraordinary cases, for example, where proper procedures have not been followed, or where the decision appears to violate University policy.
Each student is expected to maintain the highest standards of honesty and integrity in academic and professional matters. The University reserves the right to take disciplinary action, up to and including dismissal, against any student who is found guilty of academic dishonesty or otherwise fails to meet the standards. Any student judged to have engaged in academic dishonesty in coursework may receive a reduced or failing grade for the work in question and/or for the course.

Academic dishonesty includes, but is not limited to, dishonesty in quizzes, tests, or assignments; claiming credit for work not done or done by others; misrepresenting academic or professional qualifications within or without the University; and nondisclosure or misrepresentation in filling out applications or other university records.
SUBJECT: Term Limitations for Deans and Chairs

REQUESTED ACTION: Approve the Recommendations

BACKGROUND INFORMATION:

The recommendation on the following page is presented by the Operations Committee for Senate consideration and possible approval.
To: Faculty Senate
From: Senate Operations Committee
Subject: Term Limitations for Deans and Chairs

The Senate Operations Committee makes the following recommendations to the Faculty Senate for consideration and possible approval:

1. Deans should serve terms of five years. Chairs should serve terms of four years.

2. Terms should be renewable, assuming approval of the central administration and the college faculty.

3. A mandatory faculty evaluation of the dean should be conducted in the fourth year of the dean's term. A mandatory faculty evaluation of the chair should be conducted in the third year of the chair's term. Results would then be available late in the penultimate year, permitting a timely decision on whether to open a search during the final year of the term or to announce that a second term is anticipated.

The following are suggested procedures that have been developed from the recommendations received from faculty members:

Both deans and chairs should be evaluated anonymously by their faculty every year. The findings, tabulated by a faculty committee, should be passed on to the chair or dean by his/her immediate supervisor, and an objective summary should be made available to the department or college faculty. Conversations about the evaluations should take place each year. The annual reviews will provide a solid basis for a chair or dean to predict his/her prospects for a second term. Each may seek a second term or not. In the final year of the term, nominations will be sought if the dean or chair chooses not to seek re-election or if the faculty reviews indicate that a change is needed. A change will not be needed if the faculty agrees that the dean or chair is performing well.
Dependents Educational Benefits Program (DEBP)

The Staff Council rejected D.E.B.P. for the following reasons:

1.1 & 3.3
Tuition but not fees are included in this policy.

Currently all athletes and UNM top scholarship students have both tuition and fees waived. For Spring 1992 tuition is $1,134.00 and fees are $420.00 per semester.

2.2
The University administration may limit the number of tuition waivers for fiscal reasons.

How many dollars are available for this program and why start a new program when dollars allocated can be used for tuition waivers? Why not extend tuition waiver use to dependents and expand the number of credit hours to six hours (or greater) per semester?

2.3
A 2.0 cumulative GPA does not apply to graduate or professional schools.

2.5.1
Consideration will be given to level of academic work intended, with priority given to undergraduate program enrollment.

Who determines the priority? Are specific majors more likely to receive this benefit than others? If graduate, professional and medical schools cost more, do some staff and faculty dependents benefit more than others?

2.5.2
The University's Financial Aid office will receive all applications and make recommendations to the President of the University for awarding the tuition waiver benefits...

Why is the President of the University making such a decision? Why not have the Faculty/Staff Benefits Committee or the Office of Financial Aid make the decision?

Given that there are 4,400 staff and about 1,400 Faculty on campus will there be a quota on the number of Faculty versus Staff receiving these awards?

2.7.1
Dependents receiving need-based and/or merit based financial aid may not substitute or add to those financial aid award programs by participating in the Dependents Educational Benefits Program.

Many staff dependents rely heavily on work study, off campus employment, Federal grants and student loan programs, and may not benefit greatly from this program.
To: Paul Risser, Provost
From: Mimi Swanson, Staff Council
Subject: Benefits for UNM Employees

Recently the Staff Council debated the use of Sick Leave for dependents (a copy of the Council's Resolution was sent to you under separate cover). Included in the Council's discussion was the cost of increased usage of sick leave and the economic effect on the University. Some Councilors argued that Sick Leave was a benefit and that they were entitled to it, while others argued that if it was used it would cost the University too much money. This discussion, coupled with the proposed Educational Benefits for Dependents led me to consider the issue of benefits for UNM employees in general.

Given the current economic climate at UNM created in part by the NM Legislature's unwillingness to adequately fund higher education and the UNM Regents decision to compensate staff at a lower rate than faculty, benefits (which are to date equal for both faculty and staff), could become a focal point in terms of recruiting and retaining both staff and faculty at UNM. It would be unfortunate if UNM Administrators were faced with the possibility of choosing between higher salaries and higher benefits for Staff and Faculty. It would also be unfortunate if the precedent of treating Faculty differently than Staff were reflected in UNM's benefit package.

One example of UNM's piecemeal approach to benefits is the proposed Educational Benefits for Dependents. In my memo to Vice President Mc Kinney (see attached) I asked if the total dollars available for educational benefits could be used to develop an educational benefits cafeteria plan. This would allow all employees to receive the same dollar amount worth of educational benefits and would not create an environment where some staff and faculty were receiving more educational benefits than others. Nor would such a package create tensions between those persons, staff and faculty, who were unmarried or childless.

I believe that the issues of benefits (sick and annual leave, usage, balances and buy-outs, health, dental and vision, tuition waivers, and other educational benefits such as continuing education as it relates to career development) and their respective costs to both the institution and staff and faculty needs to be examined more closely by the UNM Planning Council.

Sharon Scaltrito, UNM Staff Council
Staff Council Executive Committee
The University of New Mexico desires to improve employer-paid benefits for faculty and staff to enhance recruitment and retention. As one means of accomplishing this goal, the Board of Regents authorizes the creation of an educational benefits program in which the spouse and/or dependent children of full-time permanent employees may receive a waiver of tuition for up to eight consecutive semesters, not including summer session.

The President of the University shall adopt administrative policies and procedures to implement the program for tuition waivers for dependents of UNM employees. These policies and procedures shall address eligibility requirements, the number of tuition waivers that will be granted, the process for granting waivers and other features of the program.
WHEREAS: The University desires to improve employer-paid benefits for faculty and staff to enhance recruitment and retention.

WHEREAS: The current University sponsored educational benefit program is limited to tuition waivers of one course per semester for an employee or spouse.

WHEREAS: The University wishes to extend educational benefits to include employees' dependent children.

THEREFORE: The University of New Mexico establishes the following education benefits program for employee dependents.

1.0 DEPENDENT EDUCATION BENEFITS

1.1 An eligible faculty or staff member's spouse and/or dependent children may receive a waiver of tuition for up to eight (8) consecutive semesters, not including summer session.

1.2 The maximum number of dependent waivers which an individual employee may have at any time is two.

1.3 The eight consecutive semester limitation is applicable irrespective of whether the dependent enrolls as a full-time or part-time student. A semester eligibility is used, irrespective of the number of credit hours enrolled.

2.0 ELIGIBILITY

2.1 All full-time faculty and all full-time, permanent staff employed at UNM for more than one year (9 month academic year faculty appointment is recognized as one year of employment) are eligible to apply for the Dependent Educational Benefit.

2.2 The University administration may limit the number of tuition waivers for the Dependent Educational Benefit for fiscal reasons.
2.3 When selected to participate in the program, the dependent is automatically continued in the program up to eight (8) consecutive semesters, excluding summer sessions, as long as the dependent maintains a cumulative GPA of 2.0. If there is a break in the eight (8) consecutive semester enrollment, reapplication would be required for resumption of tuition waiver benefits.

2.4 Dependents of full-time faculty or full-time, permanent staff employed at the Albuquerque Campus, the three branches, and the Graduate Centers are eligible to participate in the Dependent Educational Benefits program. Dependents of University employees enrolled in academic courses offered by the branch campuses are eligible for the tuition waiver provided this Dependent Educational Benefit program is adopted and funded by the respective branch campuses. Branch campus employees' dependents who enroll in academic courses at University of New Mexico, Albuquerque campus are included under the branch-funded program.

2.5 Participant Selection Criteria:

2.5.1 The Number of Tuition Waivers will be limited by the amount of funds allocated for the program. If the number of applications to participate in the Dependent Educational Benefit Program and the amount of funds needed to support its applications exceed funds allocated for the program, selection of participants in the program will be based on a random drawing of applications with further priority consideration as follows:

- Participating dependents must have qualified for regular admission to the University.
- Consideration will be given to level of academic work intended, with priority given to undergraduate program enrollment.
- Approximately 70% of the tuition waivers will be allocated to staff dependents, 30% to faculty dependents.

2.5.2 The Employee Services Office of the Department of Human Resources will receive all applications and administer the program.

2.6 Employee/Spouse Participation:

2.6.1 Employees are eligible for the current Employee Educational Benefit tuition waiver program, but are not eligible for the Dependent Educational Benefit program.
2.6.2 Spouses of full-time employees may apply for either the current Employee Educational Benefit tuition waiver or the Dependent Educational Benefit program but not both programs.

2.7 Dependents Receiving University Financial Aid:

2.7.1 The amount of any need-based financial aid grants will be taken into consideration in the amount of award of individuals participating in the Dependent Educational Benefits program.

3.0 ACADEMIC PROGRAMS

3.1 Dependents may obtain tuition waivers under this Dependent Educational Benefits program for enrollment in any course offered for academic credit in the undergraduate, graduate, law, and medical education programs offered by the University of New Mexico, Albuquerque campus. Dependents must meet all normal prerequisite requirements for enrollment.

3.2 Mandatory student fees and special course fees assessed for participation in instructional academic credit courses and fees charged for courses offered for non-academic credit are not included in the Dependent Educational Benefit program.

4.0 TAXABLE BENEFIT

4.1 Any employee whose dependents participate in this Dependent Educational Benefit program will have the value of the tuition waiver included on the W-2 report to the Internal Revenue Service as supplemental income, in accordance with IRS regulations.