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Faculty Senate Meeting Agenda
February 12, 2008, 3:00 P.M.
Lobo Room (3037),
Student Union Building

The University of New Mexico

Time	AGENDA TOPICS	TYPE OF ITEMS/ PRESENTER(S)
3:00	1. Approval of Agenda	Action
	2. Acceptance of the January 2007 Summarized Minutes	Action
	3. Faculty Senate President's Report	Information Jackie Hood
	CONSENT AGENDA TOPICS	
	4. Forms C from the Curricula Committee	Action Jackie Hood
	Revision of Concentration of B.S. in Community Health , <i>College of Education</i> New Major in B.A. of Languages, <i>College of Arts and Sciences</i> New Ph.D. in Nanoscience, <i>College of Arts and Sciences</i> New Minor in Ph.D. of Applied Mathematics, <i>College of Arts and Sciences</i> New Minor in Ph.D. of Statistics, <i>College of Arts and Sciences</i> Revision of Concentration in Pure Mathematics, <i>College of Arts and Sciences</i> New Major in Bachelor of University Studies, <i>University College</i> Revision of Major in B.S. of Biology, <i>College of Arts and Sciences</i>	
	AGENDA TOPICS	
	5. Changes in Graduation	Information Breda Bova
	6. Lobbyists	Information Breda Bova
	7. Accreditation: Learning Outcomes Assessment	Information Wynn Goering, Nancy Middlebrook, and Tom Root
	8. Policies C130 and C140 and Recommendations from the Consultant	Action Jackie Hood
4:45	9. New Business and Open Discussion	
5:00	10. Adjournment	

NOTES:

1. All faculty are invited to attend Faculty Senate meetings.
2. Full agenda packets are available at <http://www.unm.edu/~facsen/>
3. All information pertaining to the Faculty Senate can be found at <http://www.unm.edu/~facsen/>
4. Questions should be directed to the Office of the Secretary, Scholes 103, 277-4664
5. Information found in agenda packets is in draft form only and may not be used for quotes or dissemination of information until approved by the Faculty Senate.

DEGREE/PROGRAM CHANGE
FORM C

Fields marked with * are required

Name of Initiator: Elizabeth Nagel Email: *lnagel@unm.edu Date: * 04-04-07

Phone Number: * 505 277-5248 Initiator's Rank / Title* Associate Professor: Physical Perform Dev

Department* Physical Performance and Development Faculty Contact* Liza Nagel Administrative Contact* David Scott

Division Program Health Education
Branch UNM-Main

Proposed effective term:

Semester Fall Year 2008

Course Information

Select Appropriate Program Undergraduate Degree Program CIP Code

Name of New or Existing Program * Health Education - Community Health Concentration

Catalog Page Number 343 Select Category Concentration Degree Type BSEd

Select Action Revision

Exact Title and Requirements as they should appear in the catalog.

See current catalog for format within the respective college (enter text below or upload a doc/pdf file)

Form C attachment.doc

☐ This Change affects other departmental program/branch campuses

Reason(s) for Request * (enter text below or upload a doc/pdf file)

The only change in the curriculum is the proposal to add H Ed 362: Health Behavior Theory as a requirement for the Community Health concentration. This addition will provide a theoretical base for all Health Education undergraduate majors. Although this course has been required of the School Health concentration, those students receiving a B.S.Ed. degree in the Community Health concentration have been provided only minor exposure to health behavior theory. Graduates who engage in health promotion in both settings (school and community) need a strong foundation in theory to develop and implement effective programming. In addition, the current catalog credit totals by year were miscalculated and are now corrected by this curricular change form.

Statements to address budgetary and Faculty Load Implications and Long-range planning

* (enter text below or upload a doc/pdf file)

Because it is required for the School health concentration, a faculty member has been assigned this course for over 14 years and will continue to be assigned this course. Therefore, there will be no budgetary nor faculty load implications.

CURRENT COMMUNITY HEALTH EDUCATION CONCENTRATION

A grade of C or better (not C-) is required for all health education and core requirement courses.

FIRST YEAR		HRS
H Ed 164L	Standard First Aid/Lab	3
H Ed 171	Personal Health Management	3
Engl 101	Composition I: Exposition	3
Biol 123/124L	Biol for Hlth Related Sciences	4
Chem 111L	Elements of Gen Chm	4
Soc & Behav Sci	Select from UNM Core Curriculum	6
Engl 102	Composition II: Analysis and Argument	3
Anthro 130	Cultures of the World	3
C & J 130	Public Speaking	3
Stat 145*	Introduction to Statistics	3
		35HRS
SECOND YEAR		
H Ed 247	Consumer Health	1
H Ed 209	Education for AIDS Prevention	1
H Ed 260	Foundations of Health Promotion	3
Biol 237	Human Anatomy & Physiology I for	
	the Health Sciences	3
Biol 239L	Microbiology for Health Sciences	4
Nutr 244	Human Nutrition	3
Engl 219	Technical Writing	3
Sec Lang	Select from UNM Core Curriculum	3
Humanities	Select from UNM Core Curriculum	6
Fine Arts	Select from UNM Core Curriculum	3
		30HRS
THIRD YEAR		
H Ed 306	Conflict Mediation	1
H Ed 310	Injury Prevention	1
H Ed 345	Professional Applications in Health Ed	3
H Ed 321	Violence Prevention	1
H Ed 333	Emotional Health and Interpersonal Relationships	3
Ed Psy 303	Human Growth and Development	3
C & J	Upper Division Elective	3
Psych 331	Psychology of Personality	3

Psych	Contact Advisor for 300-level courses	6
Soc 322	Social Epidemiology	3
	General Education Elective	3
		30HRS
FOURTH YEAR		
H Ed 451	Teaching Strategies & Curriculum for Health Education	2
H Ed 471	Introduction to Community Health	3
H Ed 482	Health Promotion in Multicultural Settings	3
H Ed 495	Field Experience	6
H Ed	Electives	6
OLIT 421	Production and Utilization of Instructional Materials	3
OLIT 483	Instructional Applications: Computer Technology	3
	General Electives	7
		33HRS
	TOTAL HOURS	128HRS

PROPOSED COMMUNITY HEALTH EDUCATION CONCENTRATION

A grade of C or better (not C-) is required for all health education and core requirement courses.

FIRST YEAR		HRS
H Ed 164L	Standard First Aid/Lab	3
H Ed 171	Personal Health Management	3
Engl 101	Composition I: Exposition	3
Biol 123/124L	Biol for Hlth Related Sciences	4
Chem 111L	Elements of Gen Chm	4
Soc & Behav Sci	Select from UNM Core Curriculum	6
Engl 102	Composition II: Analysis and Argument	3
Anthro 130	Cultures of the World	3
C & J 130	Public Speaking	3
Stat 145*	Introduction to Statistics	3
		35HRS
SECOND YEAR		
H Ed 247	Consumer Health	1
H Ed 209	Education for AIDS Prevention	1

H Ed 260	Foundations of Health Promotion	3
Biol 237	Human Anatomy & Physiology I for	
	The Health Sciences	3
Biol 239L	Microbiology for Health Sciences	4
Nutr 244	Human Nutrition	3
Engl 219	Technical Writing	3
Sec Lang	Select from UNM Core Curriculum	3
Humanities	Select from UNM Core Curriculum	6
Fine Arts	Select from UNM Core Curriculum	3
		30HRS
THIRD YEAR		
H Ed 306	Conflict Mediation	1
H Ed 310	Injury Prevention	1
H Ed 345	Professional Applications in Health Ed	3
H Ed 321	Violence Prevention	1
H Ed 333	Emotional Health and Interpersonal Relationships	3
Ed Psy 303	Human Growth and Development	3
C & J	Upper Division Elective	3
Psych 331	Psychology of Personality	3
Psych	Contact Advisor for 300-level courses	6
Soc 322	Social Epidemiology	3
	General Education Elective	3
		30HRS
FOURTH YEAR		
H Ed 451	Teaching Strategies & Curriculum for Health Education	2
H Ed 471	Introduction to Community Health	3
H Ed 482	Health Promotion in Multicultural Settings	3
H Ed 495	Field Experience	6
H Ed 362	Introduction to Health Behavior Theory	3
H Ed	Electives	3
OLIT 421	Production and Utilization of Instructional Materials	3
OLIT 483	Instructional Applications: Computer Technology	3
	General Electives	7
		33HRS
	TOTAL HOURS	128HRS

DEGREE/PROGRAM CHANGE
FORM C

184

Fields marked with * are required

Name of Initiator: Stephen Bishop
Phone Number*: 505 277-6344

Email: *sbishop@unm.edu Date: * 10-20-06

Initiator's Rank / Title* Associate Professor: Foreign Languages & Literatures

Department* Foreign Languages & Literatures

Faculty Contact*

Administrative Contact*

Division
Branch

Program Languages

Proposed effective term:

Semester Fall ▼ Year 2007 ▼

Course Information

Select Appropriate Program Undergraduate Degree Program ▼ CIP Code

Name of New or Existing Program * BA Languages

Catalog Page Number 206 Select Category Major ▼ Degree Type BA

Select Action New ▼

Exact Title and Requirements as they should appear in the catalog.

See current catalog for format within the respective college (enter text below or upload a doc/pdf file)

LanguagesBA.doc

☐ This Change affects other departmental program/branch campuses

Reason(s) for Request * (enter text below or upload a doc/pdf file)

FLL has or is in the process of expanding its advanced classes in Chinese, Japanese, Latin, and Greek, and therefore such languages should be available to fulfill the requirements for the Languages Majors (Option A + B). Students have been asking about using just such languages, so the catalog should not give the impression that such options are not available to them.

Statements to address budgetary and Faculty Load Implications and Long-range planning

* (enter text below or upload a doc/pdf file)

All courses currently taught on-load by existing faculty, except for expanded Chinese offerings which are being planned on the basis of a new hire (Chinese lecturer) due to start teaching next Fall.

Option A

Requirements: 42 hours of course work, to be distributed as follows:

1. Latin or Greek 101 (3 hours)
2. Linguistics 101 or 292 (3 hours)
3. Nine hours of course work above 300 in each of two of the following languages (18 hours):
French, German, Italian, Portuguese, Russian (200 or above) **[ADD: , Greek, Latin, Japanese, Chinese,]** and Spanish
4. Six hours of lower division course work in a language other than the two counted under category 3 above (including **[DELETE: Chinese, Latin, Greek, Japanese]** Chinese, Latin, Greek, Japanese, Navajo, Signed Language or Swahili) (6 hours)
5. Twelve additional hours of course work either in Linguistics, the languages chosen under categories 1 or 3 (upper division only), or 4 (lower division possible), or English courses such as History of the English Language, Old English, or Comparative Literature 223 or 380 (but not both) (12 hours)

Option B

A minor or a second major is necessary for Option B.

Requirements: 24 hours of course work, to be distributed as follows:

1. LATN or GREK 101 (3 hours)
2. Linguistics 101 or 292 (3 hours)
3. Nine hours of course work above 300 in each of two of the following languages: French, German, Greek, Italian, Latin, Portuguese, Russian (200 or above) **[ADD: , Japanese, Chinese,]** and Spanish. Comparative Literature 223 or 380 may also be counted toward category 3 (18 hours)

186

DEGREE/PROGRAM CHANGE
FORM C

Fields marked with * are required

Name of Initiator: Heather Armstrong

Email: * heathera@unm.edu

Date: * 09-27-07

Phone Number: * 505 277-6824

Initiator's Rank / Title* Admin Assistant 3: Center for High Tech Materials

Faculty Contact* Dr Abhaya Datye

Administrative Contact* Heather Armstrong

Department* Nanoscience and Microsystems

Division

Branch

Program

Proposed effective term:

Semester

Fall ▼

Year

2008 ▼

Course Information

Select Appropriate Program

Graduate Degree Program ▼

CIP Code

Name of New or Existing Program

* Nanoscience and Microsystems Minor

Catalog Page Number

619

Select Category

Degree ▼

Degree Type

Ph.D.

Select Action

New ▼

Exact Title and Requirements as they should appear in the catalog.

See current catalog for format within the respective college (enter text below or upload a doc/pdf file)

Ph.D. Minor in Nanoscience and Microsystems Students who satisfactorily complete the NSMS core courses required by the NSMS Ph.D. program (NSMS 510, NSMS 512, NSMS 518, NSMS 519 and NSMS 550) will be awarded a transcribed minor at the Ph.D. level.

☐ This Change affects other departmental program/branch campuses

Reason(s) for Request

* (enter text below or upload a doc/pdf file)

The Nanoscience and Microsystems degree program has generated a great deal of interest from students within other departments within The School of Engineering and Arts and Sciences. Many of these students are supported by the NSF IGERT fellowships. All of these students typically complete the core courses in the NSMS program. By offering a transcribed minor we will be able to recognize the accomplishment of these students in having completed the core requirements for the NSMS degree program.

Statements to address budgetary and Faculty Load Implications and Long-range planning

* (enter text below or upload a doc/pdf file)

There will be no budgetary, faculty load implications or long-range planning requirements caused by this new Ph.D. minor.

DEGREE/PROGRAM CHANGE
FORM C

187

Fields marked with * are required

Name of Initiator: Donna George

Email: *dgeorge@unm.edu

Date: * 10-03-06

Phone Number: * 505 277-5250

Initiator's Rank / Title*

Coord, Program Advisement: Mathematics &
Statistics

Faculty Contact* Alejandro Aceves

Administrative Contact* Donna George

Department* Mathematics and Statistics

Division Arts and Sciences

Program Graduate

Branch Main

Proposed effective term:

Semester

Fall

Year

2006

Course Information

Select Appropriate Program

Graduate Degree Program

CIP Code

Name of New or Existing Program

* Graduate Minor for the PhD in Applied Mathematics

Catalog Page Number

246

Select Category

Minor

Degree Type

PhD

Select Action

New

Exact Title and Requirements as they should appear in the catalog.

See current catalog for format within the respective college (enter text below or upload a doc/pdf file)

Transcripted Graduate Minor in Applied Mathematics. For a graduate minor for the Ph.D. student at least 9 hours of work in mathematics to include Math 512 and 513 and an elective at the Math 500 level or above, to exclude colloquia or seminars and approved by both the student's major department and the Department of Mathematics and Statistics are required. This minor may not be more than 25% of course work required for the Ph.D. degree. The minor form must be submitted to OGS with the Program of Studies.

☐ This Change affects other departmental program/branch campuses

Reason(s) for Request

* (enter text below or upload a doc/pdf file)

Ph.D. students may now do transcripted minors and we have no direct catalog wording to support a transcripted minor for Ph.D. students. This action is supported on Page 81 catalog, under Transcripted minors.

Statements to address budgetary and Faculty Load Implications and Long-range planning
no implication to budget

* (enter text below or upload a doc/pdf file)

DEGREE/PROGRAM CHANGE
FORM C

188

Fields marked with * are required

Name of Initiator: Donna George

Email: * dgeorge@unm.edu

Date: * 01-08-07

Phone Number: * 505 277-5250

Initiator's Rank / Title*

Coord, Program Advisement: Mathematics & Statistics

Faculty Contact* Alejandro Aceves

Administrative Contact* Donna George

Department* Mathematics and Statistics

Division Arts and Sciences

Program Graduate

Branch

Proposed effective term:

Semester

Fall ▼

Year

2007 ▼

Course Information

Select Appropriate Program

Graduate Degree Program ▼

CIP Code

Name of New or Existing Program

* Graduate Minor for the PhD in Statistics

Catalog Page Number

246

Select Category

Minor ▼

Degree Type

PhD

Select Action

New ▼

Exact Title and Requirements as they should appear in the catalog.

See current catalog for format within the respective college (enter text below or upload a doc/pdf file)

Transcripted Graduate Minor in Statistics. For a graduate minor for the Ph.D. student at least 9 hours of work in statistics courses including Stat 540 and 545 and one elective at the 500 level or above, to exclude colloquia or seminars and approved by both the students major department and the Department of Mathematics and Statistics are required. This minor may not be more than 25% of course work required for the Ph.D. degree. The minor form must be submitted to OGS with the Program of Studies.

☐ **This Change affects other departmental program/branch campuses**

Reason(s) for Request * (enter text below or upload a doc/pdf file)

Ph.D. students may now do transcripted minors and we have no direct catalog wording to support a transcripted minor for Ph.D. students. This action is supported on Page 81 catalog, under Transcripted minors.

Statements to address budgetary and Faculty Load Implications and Long-range planning no implications

* (enter text below or upload a doc/pdf file)

DEGREE/PROGRAM CHANGE
FORM C

189

Fields marked with * are required

Name of Initiator: Donna George
Phone Number: 505 277-5250

Email: dgeorge@unm.edu Date: 02-27-07

Initiator's Rank / Title* Coord, Program Advisement: Mathematics & Statistics

Faculty Contact* Administrative Contact*

Department* Mathematics and Statistics

Division Arts and Sciences

Branch Main

Program Undergraduate

Proposed effective term:

Semester Fall Year 2007

Course Information

Select Appropriate Program Undergraduate Degree Program CIP Code

Name of New or Existing Program * Concentration I (Pure Mathematics)

Catalog Page Number 245 Select Category Concentration Degree Type

Select Action Revision

Exact Title and Requirements as they should appear in the catalog.

See current catalog for format within the respective college (enter text below or upload a doc/pdf file)

Concentration I (Pure Mathematics). The concentration in Pure Mathematics requires Math 322, 327, 402, 313, 412, and two of the following courses: 319, 421, 431, 434, 441, 462, and 472. Students who are unfamiliar with mathematical abstraction are encouraged to take 327 as early in their program as possible.

☐ This Change affects other departmental program/branch campuses

Reason(s) for Request * (enter text below or upload a doc/pdf file)

Undergraduate committee and faculty approved a change in the Pure Math concentration to address the courses that their majors most need in completing the degree and preparing for graduate instruction.

Statements to address budgetary and Faculty Load Implications and Long-range planning

None * (enter text below or upload a doc/pdf file)

DEGREE/PROGRAM CHANGE
FORM C

190

Fields marked with * are required

Name of Initiator: Tracy Skipp

Email: * tjskipp@unm.edu

Date: * 05-17-07

Phone Number: * 505 277-7996

Initiator's Rank / Title*

Associate Dean: UC Bachelor of University

Studies

Faculty Contact*

Administrative Contact*

Department* University Studies

Division University College

Program BUS degree program

Branch main

Proposed effective term:

Semester

Fall ▼

Year

2007 ▼

Course Information

Select Appropriate Program

Undergraduate Degree Program ▼

CIP Code

Name of New or Existing Program

* University Studies

Catalog Page Number

567

Select Category

Major ▼

Degree Type

B.U.S.

Select Action

New ▼

Exact Title and Requirements as they should appear in the catalog.

See current catalog for format within the respective college (enter text below or upload a doc/pdf file)

Dept/Honors BUS.doc

☐ This Change affects other departmental program/branch campuses

Reason(s) for Request * (enter text below or upload a doc/pdf file)

UC Dean's Honors will provide a challenging honors opportunity for inter/multi-disciplinary undergraduates in University Studies.

Statements to address budgetary and Faculty Load Implications and Long-range planning
There are no budgetary or faculty load implications for this requirement.

* (enter text below or upload a doc/pdf file)

Dean's Honors in University Studies

Students who are eligible to participate in the BUS Dean's Honors thesis option must present to the program a written proposal, and hold a 3.90 cumulative scholarship index. This opportunity is open to exceptional students who want to undertake a serious critical research, professional, or creative project. The written thesis is usually expected to exceed 15-20,000 words. This departmental honors program provides students with the opportunity to challenge them at the highest academic level. Successful completion of Dean's Honors in University Studies demonstrates that the candidate is not only an exceptional student with a strong commitment to excellence, but that she or he can take initiative on a focused project, meet departmental deadlines, and work cooperatively with both faculty and other students. Students are required to find a minimum of two faculty members that they have studied with previously to supervise the thesis, and serve as readers [graders].

Successful candidates receive the distinction of **Dean's Honors in University Studies**. The UC Dean's & Director's Council considers the recommendation of your faculty thesis advisor(s) in its final decisions regarding the level of honors that will appear on your diploma. To help ensure that you receive distinction for your work, it is important that you take the required pre-requisite coursework in a timely fashion, work steadily on your project, and consult frequently with your faculty advisor(s).

The honors proposal must be submitted for review and approval no later than the 10th week of the semester before it is completed. Thesis completion must be reviewed by your faculty committee, graded, and submitted to the University College Dean no later than the 10th week of the semester you intend to graduate. If you have any questions regarding this opportunity please consult an academic advisor in the BUS degree program.

DEGREE/PROGRAM CHANGE
FORM C

192

Fields marked with * are required

Name of Initiator: Stephen Stricker

Email: * sstr@unm.edu

Date: * 09-14-07

Phone Number: * 505 277-1883

Initiator's Rank / Title* Associate Chairperson: Biology Department

Faculty Contact* Steve Stricker

Administrative Contact*

Richard Cripps, Assoc. Chair, Biology Department, rcripps@unm.edu

Department* Biology

Division

Program Undergraduate

Branch

Proposed effective term:

Semester

Fall

Year

2008

Course Information

Select Appropriate Program

Undergraduate Degree Program

CIP Code

Name of New or Existing Program

* Bachelors of Science, Biology

Catalog Page Number

155

Select Category

Major

Degree Type

BS

Select Action

Revision

Exact Title and Requirements as they should appear in the catalog.

See current catalog for format within the respective college (enter text below or upload a doc/pdf file)

To satisfy an upper-division breadth requirement for the Biology B.S., each student must complete at least three 400-level courses that are spread across three of the following five categories: 1) Cell/Molecular (CM); 2) Physiology (PH); 3) Organismal (OR); 4) Ecology/Evolution (EE) or 5) Interdisciplinary Science (ID). NOTE: the category to which each eligible course belongs is listed in parentheses (CM, PH, OR, EE, or ID), and completing three of these courses from only one or two categories will NOT satisfy the breadth requirement.

☐ This Change affects other departmental program/branch campuses

Reason(s) for Request * (enter text below or upload a doc/pdf file)

Modern Biology is constantly expanding, particularly at the interfaces with other disciplines ("Interdisciplinary Science"). Because of this, the Biology faculty recently voted to include Interdisciplinary Science as a fifth fundamental category to which BS majors should gain exposure. Currently, pp. 155, 156, and 158 of the catalog specify that majors pursuing a BS must satisfy an upper-division breadth requirement by taking two or more 400-level courses from at least two of four fundamental categories of Biology (Cell/Molecular, Physiology, Organismal, and Ecology/Evolution). After voting to add the fifth Interdisciplinary category, the faculty also voted to increase the breadth requirement to 3 courses that are spread across 3 of the 5 categories. The reasoning for this is that under the old rule, students could take all of their upper division courses in a single category, except for having to add but one course in another category. Under the new rule, students must be exposed to at least 3 of the categories. To ensure that this highly desirable increase in the breadth of a student's training will not also bring with it undue burden on students and slow up their graduation rates, the department is also filing 5 Form B's to dramatically increase the number of seminar courses that can satisfy this requirement. Thus, each semester, students should have no trouble scheduling courses that can be used toward the new breadth requirement.

Statements to address budgetary and Faculty Load Implications and Long-range planning

* (enter text below or upload a doc/pdf file)

There should be no adverse budgetary effects or faculty load implications, since no new courses are being added to accommodate this Form C. Instead, the switching of sections of an existing course (Biol. 402/502) is being requested to facilitate student scheduling of courses and to clarify any possible confusion that the 5 category breadth requirement might have caused.

To: Richard W. Holder, Deputy Provost

From: Lucie Lapovsky, AGB Consultant

Subject: Policies C130 and 140

Date: January 22, 2008

I commend the University for all of the thought and time put in to reviewing and revising these important policies. I have reviewed the existing policies C130 and C140, the proposed policies by the University Task Force, the approved new policies by the faculty Senate and the notes provided with these policies.

Policy C 130

The Policy Concerning Outside Employment and Conflict of Commitment, C130, discusses the permissibility of outside commitments of full-time University faculty members.

1. All three of the policies encourage faculty participation in outside professional activities which enhance their professional growth and reputation.
2. The current policy includes all faculty while the two proposed policies exclude lecturers from their policies.
3. Limits are placed on these outside activities to ensure that the faculty's primary responsibility is to the University. The current policy restricts all activities beyond those related to the faculty member's full-time University contract, even those at the University, while the two proposals exclude additional University service from outside employment restrictions.
4. The current policy states that outside employment may not exceed one day per week. The Task Force proposal states one day per week and specifies that this is the equivalent of 39 days for nine-month faculty and 52 days for 12 month faculty. The Faculty Senate proposal includes the number of days, 39 and 52, but adds that this is for a five day work week.

Recommendations on Policy 130

It is wise to encourage outside activities that are consonant with a faculty members primary University responsibilities. By the same token, it also is wise to place some limits on these outside activities to ensure both that the faculty member has adequate time to devote to their contractual activities and that it is the primary focus of the faculty member's activities. That being said, it is difficult to understand why Lecturers are excluded from both the proposals. The rationale provided in notes accompanying the information state that lecturers do not have requirements for service or scholarship to the University, only for teaching activities. Lecturers have different job descriptions and an expectation that their time is allocated differently than probationary and tenured faculty but that does not diminish the need for their commitment to their position at the University. The exclusion of Lecturers from this policy treats them in many ways like adjunct faculty who are only expected to do "piece work." I would recommend against

excluding lecturers from the policy. If there are special situations where certain faculty need/want to be able to engage in more outside work than the policy provides, I would recommend that it be individually negotiated in their contracts.

The current policy provides that all work beyond a faculty member's full-time contract be counted against the outside work limits; whereas, the two proposed policies do not count additional compensated work by faculty members at the University against their outside work limits. The distinction between additional work to the University and additional work outside of the University makes sense. Additional work at the University strengthens the commitment and the contribution of full-time faculty to the University. Both proposals continue the requirement included in the existing policy that additional compensated work at the University be approved by the relevant supervisor; this provides adequate controls from faculty becoming overcommitted.

The issue of how the amount of permissible outside work is defined is subtle. All policies provide for either 39 or 52 days of outside work but the approved Faculty Senate policy relates these days to a five day week while the current policy and the Task Force proposal just uses the term week. I am told that the interpretation has always been relative to a seven day week. In many ways the faculty policy is quite ambiguous as to how it would deal with a faculty member who works outside the University more than the specified number of days. I would recommend using the term week in the policy and continuing with the historical University interpretation.

Policy C 140

Policy C 140, The Policy Concerning Extra Compensation Paid by the University, discusses how this work is counted and compensated.

1. The current policy counts compensated work at the University outside of the faculty member's full-time contract against their allowable outside work while both the Task Force and the Senate proposals do not count this work against the workdays allowed for extra work.
2. The existing policy limits the amount of extra compensation a faculty member can make from the University and provides that the extra compensation is calculated as a percent of the faculty's full-time salary. Both new policies provide for a negotiated compensation for the additional work.

Recommendations on Policy C 140

As stated above, not counting additional compensated University work makes sense as it strengthens the commitment of the full-time faculty to the University and there are controls on it as the Department Chairs and Deans have to approve it.

The proposed policies provide a more rational way of establishing compensation for additional University work than the existing policy. Additional work should be compensated at "fair market value" which may have little relationship to the full-time salary of that faculty member.

Policy C130

Approved by the Faculty Senate on 11/27/07

POLICY CONCERNING OUTSIDE EMPLOYMENT AND CONFLICTS OF COMMITMENT

Employment as a full time, tenured, probationary, or clinician educator faculty member at the University of New Mexico in Albuquerque requires an individual's full time professional commitment and expertise. Notwithstanding this, and subject to certain restrictions, full time faculty members subject to this policy (Lecturers of all ranks are exempt from the provisions of this policy) are encouraged to engage in appropriate outside professional activities that will enhance their professional growth and reputation. Outside activities such as writing, consulting, lecturing, and similar outside endeavors contribute to the quality of both instruction and the scholarly or creative work of the faculty, bring great credit to the University and may contribute to the economic development of the state.

Conflict of Commitment

The University of New Mexico has adopted in the Faculty Handbook (Section B, Appendix V) the *Statement on Professional Ethics* of the American Association of University Professors, which includes the statement "Professors give due regard to their paramount responsibilities within their institution in determining the amount and character of work done outside it." In particular, a "conflict of commitment" exists when the external professional activities of the faculty member are so extensive and demanding of time and attention as to interfere with the individual's responsibilities to the unit to which the faculty member is assigned by contract, to students, or to the University. In particular, the time spent in outside employment may not exceed the equivalent of one workday per five day work week during the contract period. For faculty members with nine-month contracts this is the equivalent of 39 work days, and for faculty members with twelve-month contracts this is the equivalent of 52 work days per contract period.

Outside Consulting

In outside employment faculty members are paid directly by the outside entity and the University is not concerned with the amount of earnings. However, a faculty member should charge fees similar to those charged by firms or individuals doing comparable work, except when advice or services are given free in the public interest.

Prohibited Activities

Faculty members should not provide consulting or other services to an outside entity when those services would conflict or be in competition with services offered by the University itself. In undertaking outside employment the faculty member may not make use of University facilities, equipment, or personnel without prior written approval from the head of the unit responsible for the facilities or personnel. When necessary the Associate Vice President of Business/Comptroller shall determine to what extent the University shall be reimbursed for such use. Work of a routine or repetitive nature such as tests, assays, chemical analyses, bacteriological examinations, etc. which involve use of University property is prohibited except where it is considered in the public interest and where facilities or personnel for doing such work exist only at the University.

University titles, offices, addresses, and telephone numbers may not be used in city directories or similar publications for the purpose of publicizing non-University interests. Consultants must make it clear to outside employers that the work to be undertaken has no official connection with the University. The University cannot assume any responsibility for private consulting activities provided by members of the faculty.

Exceptions for Remunerated Scholarship

It is not the intent of the University to restrict expected scholarly activities of faculty members. In some disciplines, such as the performing arts, professional activity may be remunerated. In many disciplines scholarly service activities such as reviewing, colloquia presentations, etc., are compensated by small honoraria beyond expenses. Such activities, referred to as "remunerated scholarship" generally relate to research or creative work that is expected in a faculty member's discipline. Teaching outside the contracted department for compensation [see Policy C140] is not considered to be remunerated scholarship. Such activities would normally be added to a c.v. and be considered in promotion, tenure, merit pay, etc. Activities of remunerated scholarship need not be reported and the hours so spent do not count against the 39 or 52 workday limit unless the Chair or Director finds the extent of such activities threatens a faculty member's ability to carry out his/her regular University duties. In this case approval to continue this activity should be sought.

Reference: See also Regents Policy Manual 5.5

COMPLIANCE

Intentional failure to comply with the provisions of this policy will be considered a violation of university policy and may lead to appropriate corrective action which can include censure, warning, disciplinary probation, or dismissal, as set forth in the *Faculty Handbook*.

PROCEDURES REGARDING OUTSIDE EMPLOYMENT

In consultation with the academic units the offices of the Provost and the Executive Vice President for Health Sciences will be responsible for developing and communicating procedures for this policy. The procedures should address at least the following requirements:

- Notification of outside employment
- Chair/Director/Dean monitoring, reporting, and enforcement responsibilities
- Process for Exceptions to this policy
- Faculty reporting
- Written approval
- Records and supporting documentation maintenance
- Documentation supporting appeals
- Calculations used to monitor the 39/52 day rule
- Practical definitions and guidelines regarding Remunerated Scholarship developed with faculty input.

Policy C140

Approved by the Faculty Senate on 11/27/07

POLICY CONCERNING EXTRA COMPENSATION PAID BY THE UNIVERSITY

The interests of the University may be well served by professional activities conducted by faculty members outside of their normal departmental duties. With approvals specified in this policy, faculty members performing such activities may receive extra compensation from the University. Such activities may not replace or diminish the ability of the faculty member to fulfill his/her normal contractual responsibilities. Prior approval of such activities for extra compensation will be contingent on determinations by cognizant supervisors that the activities are in the best interests of the University.

- 1 Full time regular faculty members may receive extra compensation from the University for additional work done in connection with University-related activities provided that:
 - a) The faculty member wishes to pursue the opportunity for extra compensation;
 - b) Advance approval in writing is given by the Chair of the faculty member's contract department and the Dean or Director of the College or School that houses that department;
 - c) The work done for extra compensation does not in the opinion of the approving authorities:
 - i) Conflict in time with regular University duties and assignments;
 - ii) Constitute a "conflict of interest" situation for the faculty member;
 - iii) Come within the scope of the faculty member's regular responsibilities for which compensation is already being paid.
- 2 The work for extra compensation does not count against the workdays allowed for outside employment. (See Policy C130).
- 3 Extra compensation using funds from research grants or contracts must conform to research policies.
- 4 Extra compensation for teaching beyond the scope of the faculty member's regular teaching responsibilities shall be paid through a STC (Special Teaching Component) on the regular faculty contract. Requests for contracts that include STC's shall be made prior to engaging in the activity by way of a Contract Memorandum that has the approval of the faculty member's chair or director and dean, the administrator of the department for which the special teaching is being done, and the Deputy Provost or the Executive Vice President for Health Sciences.
- 5 Other kinds of special assignments shall be paid on an Extra Compensation Form. The rate of extra compensation will be proposed by the head of the requesting unit.

Reference: See also Regents Policy Manual 5.6

COMPLIANCE

Intentional failure to comply with the provisions of this policy will be considered a violation of university policy and may lead to appropriate corrective action which can include censure, warning, disciplinary probation, or dismissal, as set forth in the *Faculty Handbook*.

PROCEDURES REGARDING EXTRA COMPENSATION

In consultation with the academic units, the Offices of the Provost and Executive Vice President for the Health Sciences will be responsible for developing procedures for compliance with this policy. The procedures should include the following items, but may be more stringent for effective monitoring of the policy.

- Requirements for approval by the approving authority (Advance written approval is not required for periods of activity consisting of two days or less per semester)
- Requirements for STC approvals and payments
- Faculty reporting and compliance responsibilities
- Required signatory approvals
- Deans/Directors monitoring and enforcement responsibilities
- Maintenance of Records and supporting documentation

APPROVAL OF FORMS C FROM THE CURRICULA COMMITTEE (Action Approved)

CHANGES IN GRADUATION INFORMATION

CHANGES IN INFORMATION

CHANGES IN INFORMATION

CHANGES IN INFORMATION (Action Approved)

CHANGES IN INFORMATION

CHANGES IN INFORMATION

CHANGES IN INFORMATION (Action Approved)

COMPLETE SUMMARIZED MINUTES ARE AVAILABLE THROUGH THE OFFICE OF THE SECRETARY, ROOM 110

CHANGES IN INFORMATION

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