

## **Faculty Senate Policy Committee**

Meeting Minutes

November 2, 2016

3:30 p.m. to 5:00 p.m.

- Members Present:** Martha Muller (Co-Chair), Kimberly Gauderman (Co-Chair), Barbara Hannan, Leslie Oakes, Jamal Martin, and Marsha Baum
- Ex-Officio:** John Trotter, HSC Vice Chancellor Emeritus, and Leslie Morrison, HSC Vice Chancellor, Kimberly Bell, Deputy University Counsel, University Counsel Office
- Members Absent:** Melinda Tinkle
- Ex-Officio Absent:** Carol Parker, Senior Associate Provost, Office of the Provost & EVP for Academic Affairs and Kenedi Hubbard, University Secretary, Office of the Secretary
- Staff Present:** Candyce Torres, Office of the Secretary, Administrative Coordinator  
Carol Stephens, Office of the Secretary, Professional Consultant
- Guest Present:**

### **Meeting began at 3:30pm**

1. The regular meeting of the Faculty Senate (FS) Policy Committee was called to order at 3:00PM on Wednesday, October 5, 2016 in Scholes Hall, Room 101 by Co-Chairs, Kimberly Gauderman and Martha Muller.
2. **Approval of Agenda.** Approved
3. **Approval of Minutes.** Approved
4. **Updates. Title IX group meeting.** FS Policy Committee Co-Chair, Kimberly Gauderman indicated that this group is a taskforce which is looking at the Department of Justice recommendations for the University's campus. Dr. Gauderman went as a representative of the faculty group S.A.F.E. In the process of that meeting, the D175 and D176 taskforce came up.

After that meeting the group talked about having a member of the Title IX taskforce on the D175 & D176 taskforce. Both FS Policy Committee Co-Chairs, Martha Muller, and Kimberly Gauderman determined that there is enough representation on the D175 and D176 taskforce. An additional Title IX taskforce member does not need to serve on the D175 & D176 taskforce as of right now. If additional membership on the D175 & D176 taskforce is needed, that will be brought back to the FS Policy Committee for further discussion.

**D175 & D176 taskforce.** During the October 5, 2016 FS Policy Committee meeting, members endorsed creating a memo with a rationale, and charge for the D175 & D176 taskforce. The memo and charge were taken to the FS Operations Committee and was approved. The invitations for membership have been sent out. D175 & D176 taskforce membership includes: Senior Deputy University Counsel, Kimberly Bell, Professional Consultant, Carol Stephens, FS Policy Committee Co-Chair, Kimberly Gauderman, Dean of Students, Nasha Torrez or her representative, ASUNM President or a representative, and GPSA or a representative. HSC Vice Chancellor Emeritus, John Trotter was invited to participate but has declined. Professor Amy Levi from the College of Nursing has agreed to serve and will be representing the HSC. Dr. Gauderman is the Chair of this taskforce. Carol Stephens has been preparing some drafts to be included as a packet of information for the taskforce members. A doodle poll will be sent out to organize the bi-weekly meeting schedule.

**D170: Student Attendance.** The FS Policy Committee Co-Chairs were contacted by Student Regent, Ryan Berryman about the Faculty Handbook student attendance policy. Last year a student representative from athletics came to talk with the FS Policy Committee about the student attendance policy because athletes are concerned. They are concerned because some professors are not allowing them to take exams if they leave campus to attend games. Professor Amy Neel has also contacted the FS Policy Committee Co-Chairs about this issue. Dr. Neel is also the faculty representative for athletics. It is a presidential appointment. A meeting took place with Dr. Neel, Co-Chairs, Martha Muller, Kimberly Gauderman, University Secretary, Kenedi Hubbard, and Carol Stephens to discuss student attendance issues. Much of what was brought up has already been addressed in previous FS Policy Committee meetings. It was made clear that most professors are not giving any problems to student athletes. Most professors work very well with students. Professor Neel was asked to provide instances when student athletes have had problems. Chair Gauderman explained that there are not a lot of instances. It is not clear that it is a problem. One issue that was brought up last year was that some professors in large classes allow students to drop the lowest exam grade of their exam grades. For athletes like other students who miss an exam, that grade is automatically the exam they miss. Student athletes want to have an exception to this. They want to be able to take the exam they miss instead of it counting as one of the exam grades they drop. Carol Stephens emphasized that prior to this request the FS Policy Committee had been looking at this from a global perspective. Carol Stephens and Professor Leslie Oakes have been working on a revised policy draft.

**Action-** D170: Student Attendance along with the material from Dr. Neel will be placed on the December 7, 2016 FS Policy Committee meeting agenda.

**Action-** Carol Stephens and Dr. Oakes will meet to look at this policy and the materials sent to them by Regents Berryman

**C09 and A61.7.** These two policies are out for campus comment. One significant comment has come in from the School of Public Administration (SPA). The Director of SPA, Phillip Gonzales has expressed some concerns about SPA being removed from A61.7. Co-Chair Kimberly Gauderman responded to Dr. Gonzales and explained the rationale for its removal. He seemed satisfied with that as he was representing faculty who are concerned. He is going to check with the SPA faculty and get back to the FS Policy Committee if there are further concerns. The FS Policy Committee reflected on earlier editorial comments sent by Dr. Trotter. Dr. Trotter's comments are provided below:

In C09 change as follows:

3.1.1.1. "interferes" > "to interfere"

3.2.5. list items at end of section should be separated by semicolons

In A61.7 the suggestions are purely presentational/editorial. One clarification is captured at the bellow. The recommendations are as follows:

A61.7: Curricula Committee

Policy Statement

The Curricula Committee will comprise faculty members appointed by the Faculty Senate as follows:

- one faculty member from each of the branch campuses;
- three faculty members from the College of Arts and Sciences [one from the humanities (including foreign languages), one from the social and behavioral sciences, one from the natural/physical sciences and math]; and
- one faculty member from each of the following:
  - Architecture and Planning,
  - Education,
  - Engineering,
  - Fine Arts,

- Law,
  - Management,
  - Honors College,
  - University Libraries,
  - Dental Hygiene Programs,
  - Population Health,
  - Medicine,
  - Nursing, and
  - Pharmacy;
- One student will be appointed by the Associated Students of UNM (ASUNM) and one student will be appointed by the Graduate and Professional Student Association (GPSA).

Ex officio members will include the UNM Registrar, a Collection Development Librarian, a faculty member from the office of the Provost, an Advising Manager from the Provost's Committee on Advising, and one representative from the Graduate and Professional Committee.

The chairperson is elected by the committee.

**Action-** The FS Policy Committee motioned to approve all changes in C09 and A61.7 as listed above.

**E40 and E90.** These policies are both now with the FS Research Policy Committee and they are expected to come back for review. One additional policy revision request, E10: Classified Research from HSC Vice President for Research, Richard Larson will be coming to the FS Policy Committee as well. Dr. Larson took his policies revision request to the FS HSC Council and they endorsed his recommendations.

**Action-** Chair Muller will reach out to FS HSC Council Chair, Coffee Brown about getting an official policy draft.

**Section F.** Branch Campuses Policy taskforce. Dr. Oakes presented to the FS Policy Committee on the Section F taskforce. The Section F taskforce has taken considerations from the FS Policy Committee. All policies have been placed in the new policy format. All of Section F within the Faculty Handbook has been divided up among the taskforce. **F90: Academic Freedom, Tenure, Appointment and Grievance Procedures** needs some further guidance. There are some major concerns about F90. Although the branch campuses have unique interests, it was clarified that the branch campuses are subordinate to the Faculty Senate. Branch campuses

understand this.

5. **C90: Dates of Campus Duty.** The FS Policy Committee needed to determine if C90 is okay as is with the interpretation memo that was crafted in response to issues raised by the College of Education (COE). The memo addresses the FS Policy Committee's interpretation of C90. The FS Policy Committee finds that in fact, fall break is represented in the faculty calendar; therefore, it counts as a recess. Thus, per policy C90, faculty are excused from all commitments during recesses that are in the catalog. The reason that C90 is being brought back to the FS Policy Committee is to determine if it needs further clarification and revision. The FS Policy Committee reviewed the current version of this policy in the Faculty Handbook. Professor Marsha Baum indicated that she does not think this policy needs to be changed. The FS Policy Committee's interpretation of C90 along with some rationale on why the term "recess" was originally used is sufficient. In addition, "recess" is the same as "break" which is also sufficient. It would be helpful to know if a historical piece exists as to why "recess" was originally used. From the HSC perspective, there have been no substantive issues with this policy.

**Action-** Motion to continue with no changes to C90, and letting the interpretation memo stand was approved unanimously.

6. **C20 Employment of UNM Graduates.** A memo was previously sent to the Faculty Senate Operations Committee with a rationale as to why C20 should be deleted from the Faculty Handbook. Senior Vice Provost, Dr. Trotter and former FS Policy Committee member Lee Brown have submitted their concerns for further discussion. The deletion of this policy has been endorsed by the FS HSC Council.

**Action-** Dr. Baum motioned to table C20 so that it could be brought forward to AF&T for further consideration. C20 states that: "In case of the above or any other exceptions to the general policy, it is recommended that the Provost/Vice President for Academic Affairs consult with the **Academic Freedom and Tenure Committee before taking action.** In addition, Dr. Trotter will send his comments about the positive aspects to preserving this policy to Carol Stephens so that AF&T can consider all aspects of keeping or deleting C20. C20 will be placed on AF&T's November 11, 2016 agenda.

7. **D75 Classroom Conduct.** Previously, D75 was represented as an information item in the Faculty Handbook per the Faculty Senate. It is now the case that D75 rises to the level of policy as faculty need to retain control and authority during classroom sessions. Being that D75 has been in the information section and now is deemed to be at the level of policy, Carol Stephens placed D75 in the new policy format for the FS Policy Committee's review.

**Action-** Dr. Oakes recommended removing the sentence that states: "Smoking, eating and

drinking are prohibited in all classrooms and teaching laboratories, including seminars”. “Smoking” should remain prohibited but not “eating and drinking”. A motion to state that “all classrooms and teaching laboratories are smoke-and tobacco-free” will replace the former sentence. In the related documents section, per the University Administrative Policy Manual the tobacco free campus policy link will be added.

**Action-** The issue of referencing the Pathfinder in D75 remains an issue. D75 was tabled until a future meeting.

**Next Meeting:** Wednesday, November 2, 2016

**Adjourn:** 5:00pm