

Faculty Senate Policy Committee

Meeting Minutes

December 2, 2015

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

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

Meeting began at 3:30pm

1. The regular meeting of the Faculty Senate (FS) Policy Committee was called to order at 3:30PM on Wednesday December 2, 2015 in Scholes Hall, Room 101 by Co-Chair, Kimberly Gauderman and Martha Muller.
2. **Approval of Agenda.** Approved
3. **Approval of Minutes.** Approved
4. **Visiting Faculty.** A few years ago the History Department experienced an issue when two young assistant professors won prestigious awards to study and turn their dissertations into library books at another campus. They took leave from UNM before tenure to go and do that. The awards did not pay for their health insurance and the issue at the time was would the University pay for their health insurance just as they would had they stayed at UNM. Human Resources was clear UNM would not do that. At the time Dr. Holder was in office and he

indicated that he and other governance leaders decided that it was to the University's benefit to retain these people and they were able to get David Harris to sign a memo approving this. Since that time, people who find themselves in this type of a situation are at least getting their health insurance paid by the University. Other outstanding issues still need to be addressed with respect to faculty who take temporary positions and other intuitions. ERB is one of them.

Administration has handled that in a couple of different ways. One way is for faculty to simply take a leave without pay and do not get any ERB retirement during that time or have to pay it themselves during the time they are separated from the University. Another way to handle that is that if you go for government service. In this case, the government entity would pay UNM the employee's contribution of ERB. Dr. Holder is not sure if this can be resolved in policy and that it may be left to administrators to use good judgment. The downside for the University is that if the faculty member doesn't come back and stays on leave for more than a year the position has to be held open and renewed annually and the funds cannot be committed elsewhere. Carol Stephens researched how other institutions handle this and could not find much useful information.

Action-University Counsel Kimberly Bell is going to look into whether a faculty member visiting at another institution (cannot get paid their salary for the year they are on leave) can still have the ERB contribution. The Faculty Senate Policy Committee decided to hold off on further action regarding a visiting professor policy until they receive further feedback from Kimberly Bell.

- 5. COG Task Force recommendations.** The COG Task Force identified several policies that they would like the Faculty Senate Policy Committee to add references to. Some references sounded strange also so those would need to be looked at in greater detail. Carol Stephens went through the list of identified policies to triage the list from easiest to most complex. The policies appear to fall into three categories of effort: 1. Reformat and add references, 2. Require minor policy updates, 3. Require significant review and revision. Carol Stephens indicated that for this meeting she picked three easy policies to add references to. She discovered one was easy, two was not so easy, and three was more complex. She asked the Committee to look at these three policies during this meeting so that the Committee could determine a process to handle these policies. For the more difficult policies the thought process was on the more complex policies, a Committee member would then be asked to take the lead to aid with the revisions. A91 was identified as really easy. In the memo from the COG Task Force, they ask the Faculty Senate Policy Committee to reference Regents Policy Manual 5.1 in the policy.

Action-The Faculty Senate Policy Committee was approved by unanimous vote to reference Regents Policy Manual 5.1 in the policy.

The COG Task Force memo requests that Faculty Handbook policy **C225** reference Regents and UAP policy on travel so that those faculty know how they are reimbursed for travel. The other issue with **C225** is that it was last revised in 1978. Carol Stephens indicated that being outdated she placed the policy in the new policy format. The policy lacked a rationale so Carol Stephens drafted a sentence for the rationale.

Action-Carol Stephens will work on cleaning up the policy. Marsha Baum expressed concerns about the procedures. For the procedures section the Committee decided that the language should state, "Reimbursement of travel expenses associated with professional leave will be made in accordance with UNM travel policies". For the Approved By section at the top of the policy it should indicate Approved By: Faculty not Faculty Senate.

The COG Task Force requested that Regents policy 1.7 be referenced in policy **A60**. Under the Policy Statement the Faculty Senate structure referenced is not current.

Action-Marsha Baum is going to follow-up with COG about the confirmation of the Faculty Senate structure so that **A60** can be addressed.

Action-C05 was placed on high priority for review at the next meeting in January.

Action-C150 was also placed on high priority although it is really complex. COG feels that this policy touches on what you couldn't do and not what you could do.

Action- There is also a desire to look at **C220**. Leslie Morrison mentioned students that leave their duties to pray on Friday afternoons. Morrison believes that the resident policies cover them being able to do that but it would be nice to have some clarification. Another is Native American religious and ceremonial structures. Carol Stephens COG felt that **C220** should accommodate students and faculty need to be aware of the right they have to participate. Carol Stephens mentioned that a good partner policy would be student attendance, **D170**.

Action-The Committee addressed the ongoing issue of policies being released by the Policy Office during periods where faculty are not available to comment due to their schedules. The Policy Committee decided to draft a calendar during the spring for the Policy Office that would indicate preferred release dates of policy. The Committee will send a memo to Policy Office Director, Pamina Deutsch thanking her for putting a hold on the Whistleblower policy but also explain that that this is not just a concern for the Policy Committee but for faculty as a whole. The Policy Committee ensures to be helpful to Pamina in the process but will submit another polite request to extend the comment period to January 31, 2016.