

# Faculty Senate Business Council

## Fall 2015 Combined Meeting Notes

**Meeting Dates:** Monday, October 19, 2015, 10 AM; Wednesday, November 11, 2015, 4:00 PM; and Wednesday, December 2, 2015, 9 AM [September 2015 meeting canceled due to non-attendance]

**Meeting Place:** Zimmerman Library, Herzstein Latin American Reading Room

**Members Present:**

- Lee Brown (chair: Government Relations Committee) attended December meeting;
- Jonathan Wheeler (chair: Information Technology Use Committee) attended October, November, and December meetings; and
- Fran Wilkinson, Business Council chair (co-chair Faculty & Staff Benefits Committee) attended October, November, and December meetings

**Members Excused:**

- Carol Bernhard (co-chair: Faculty & Senate Benefits Committee);
- Ann Brooks (co-chair: Faculty Senate Budget Committee);
- Janie Chermack (co-chair: Faculty Senate Budget Committee); and
- Steven Yourstone (chair: Faculty Senate Campus Development Advisory Committee)

**Administration/Non-Voting Members Excused:** Andrew Cullen and Elizabeth Metzger

**Minutes Taken By:** Dennis Dunn, Office of the University Secretary

*Faculty Senate Budget Committee (FSBC) Report*

Activities and Accomplishment:

- FSBC members met in fall 2015 to elect a chair; elected co-chairs: Ann Brooks and Janie Chermak. Since the committee's charge includes only one chair, Ann Brooks serves on the Business Council and Janie Chermak is invited to attend as a guest.
- FSBC members met with others, weekly throughout the fall, as part of the Faculty Senate Budget Task Force which is an ad-hoc committee of the Faculty Senate, formed in response to the request of the Regents to the Faculty Senate to have a more active role in the budget development process with UNM administration and the Board of Regents.
  - The FS Budget Task Force's objective is to provide commentary and feedback on budget related issues, which will serve as a first step in developing a collaborative budgetary relationship and structure between faculty, administration and the Board of Regents.
  - Its guiding principle is that in order for faculty to be collaborative partners in the budgetary process, a basic understanding of "where we are, and how we got here," is necessary; to that end, the task force undertook a process of compiling a "state of the university" set of reports and meeting with people across campus to better understand the many aspects of the operations and budget of the university.
- FS Budget Task Force is creating a "Faculty Questionnaire" to be conducted in spring 2016 for the purpose of understanding the faculty's concerns for the fiscal condition of the University.

- The data collected from this survey will be analyzed and the results will be included in the Committee's Report to the Faculty, the Administration, and the Board of Regents.
- The goal of the Budget Committee's efforts is to help close the gap between the Faculty, Staff, Administration, and Regents in critical decisions regarding the direction of the University and the budget planning required to achieve this goal.
- Action Item for spring 2016: FSBC will resume regular meeting in spring 2016.

*Faculty Senate Campus Development Advisory Committee (CDAC) Report*

Activities and Accomplishment:

- Steven Yourstone continued as CDAC chair at the fall meeting (on November 30<sup>th</sup>), but began the meeting by stating that the University Secretary's Office would assist in conducting an electronic email election for a new chair for the CDAC.
- Amy Coburn, UNM Architect, presented plans for new/renovated campus buildings:
  - Box Car Food Service Unit is a 3,500 square foot facility, named because this food service will be coming from a storage container. Set to open in spring 2016, it will be funded (\$300,000) and operated by Chartwells.
  - Health Science Center (HSC) Education Building, Phase III will be located at the intersection of Tucker and Stanford, on the north UNM campus, and will be a three story building. It will be an extension of the existing building and will provide much needed additional classroom space and will be the location of the new Pharmacy Lab, with a Food Service Center and a gym on the second floor. An RFP will be sent out in March or April of 2016 with construction to be completed in the fall of 2017. Square footage will be 76,445 with an estimated project cost of \$27,300,000;
  - Farris Engineering Center (FEC) will be created by completely gutting the old building down to the frame and re-building with new wet labs in the basement, a new entrance, and better handicapped accessibility. The new building will have 88,889 square feet, at an estimated cost of \$23,269,500.
  - Anderson School of Management (ASM) is a 1960's era building. Its current structure is not compliant with today's standards and the look of the building does not add to the overall look of the campus; therefore, it will be redesigned to make the building competitive with other business schools around the country. The design process will begin in early 2016 with an estimated budget of about \$25,000,000 and will encompass 65,000 square feet, up from the current 45,000 square feet. Completion of the project is scheduled for April 2018.
  - Physics & Astronomy Interdisciplinary Science Building will replace the original P&A building that is over 50 years old. The department can no longer fulfill its academic mission due to the difficulty of conducting experiments because of traffic at the corner of Lomas and Yale. The observatory will remain at its current location until a more appropriate location can be found, away from the city lights. The original building will be torn down at a cost of \$2 million. The new building will be constructed on the site of the old city water reservoir, located on Redondo Drive, at Yale and Central. The new building will be 137,000 square feet, with an estimated budget of \$66,414,710. An RFP has been sent out; construction is estimated to take twenty-one months. UNM will ask the legislature for \$30 million in funding, with a second request for bonds next year.
  - Campus Planning & Circulation Study will involve most of the southern side of the UNM campus along Central Avenue and will affect projects like the new Physics and

Astronomy Building. This project is being initiated due to the City of Albuquerque's Rapid Transit plan to create a bus lane down the center of Central Avenue. The project is ongoing.

#### *Faculty & Staff Benefits Committee (F&SBC) Report*

##### Activities and Accomplishment:

- F&SBC members met on August 11, 2015 to elect co-chairs: Fran Wilkinson (co-chair, faculty) and Carol Bernard (co-chair, staff).
- Co-chairs met with a representative of Aon, UNM's risk services provider for insurance to recommend best practices to inform a benefits strategic plan. Many recommendations were included in final plan.
- F&SBC recommended expanding Bereavement Benefit to give employees an additional two days of bereavement using sick leave, or annual leave, and to also allow additional annual leave to be used to further extend bereavement with a supervisor's approval. Policy was revised.
- F&SBC recommended changing 15-Day Waiting Period for Health Care Benefits. The waiting period will be eliminated next year effective July 1, 2016. Benefits will begin for new hires on the first day of the month following receipt of their enrollment, and new employees will have sixty days to enroll.
- F&SBC recommended change to Flexible Spending Account (FSA) from grace period to roll-over. Policy will be changed effective 2017.
- F&SBC supported changing Policy 3700 Education Benefits so that a UNM employee may now combine personal enrichment with the health and fitness benefit; this would now equal three credit hours. Policy was revised.
- F&SBC was informed by Human Resources staff that health insurance rates will increase by 11% in FY17.
- Members of the Retiree Association, retirees Melanie Baise and Kathy Guimond, will address the F&SBC regarding the impact of health insurance rates on pre- and post-65 year old retired employees.
- Dr. David Schade will address the F&SBC about a possible wellness initiative: UNM health care coverage for Coronary Artery Calcium Scanning.

#### *Faculty Senate Government Relations Committee (GRC) Report*

##### Activities and Accomplishment:

- GRC members met on November 20, 2015 to elect a chair: Lee Brown was elected.
- GRC's first order of business was to set goals for the coming year starting with a plan to go to Santa Fe in early February, during the 30-Day Legislative Session, to educate legislators on the many benefits UNM brings to the state of New Mexico.
- GRC will also talk to legislators about underfunded and unfunded mandates that are imposed on UNM as well as the underfunding of UNM's branch campuses.
  - GRC will issue a faculty survey about the issue of underfunded and unfunded mandates, to be administered once it is approved.
- Discussion followed on various techniques for lobbying in both Santa Fe and Washington D.C.
- GRC will address approaching legislators to request a memorial to support the appointment of a UNM faculty member to the Board of Regents, which would require the approval of the Governor.

### *Faculty Senate Information Technology Use Committee (ITUC) Report*

#### Activities and Accomplishments:

- ITUC members met in early fall 2015 to elect a chair: Jonathan Wheeler was elected.
- ITUC reviewed and provided input regarding outreach and promotion strategies for the Date 2 Knowledge Day.
- ITUC reviewed the EDUCAUSE Center for Analysis and Research (ECAR) Technology survey results as input to fall 2015 Annual Faculty Technology Survey.
- Annual Student Technology Survey: ITUC discussed the results, impact on faculty survey.
- ITUC reviewed and provided input to the PCAS Textbook Subcommittee.
- Information Technology Governance: ITUC provided feedback on the importance of business cases and strategic analysis of proposed technologies.
- Academic Technologies Working Group: Current status and potential sponsorship by the ITUC.
- Social Media Strategies: Impact on instruction and possible roles for the University as service proliferate.
- Action item for spring 2016: ITUC contribute to the faculty technology survey development and rollout process; investigate requirements for and draft an email ownership/privacy policy.

#### *Other Business*

Discussion ensued regarding overlapping committee topics for the Business Council to consider.

- All Committee chairs present are unclear on how surveys going to the faculty are approved. Are they approved by the Committee preparing them, the Committee on Governance, the Faculty Senate, or some other group?
  - Fran will contact the University Secretary's Office for clarification on how surveys are approved and then sent out. This will take place in spring 2016.
  - Lee Brown suggested contacting the Policy Committee in order to draft a policy on the proper way to get surveys approved and sent out. Fran will contact Faculty Senate President Stefan Posse and/or Faculty Senate President Elect Pamela Pyle for further clarification on the process for surveys.
- Fran asked Dennis to conduct a Doodle Poll to schedule monthly meetings of the Business Council in spring 2016. She hopes to find times where most Business Council members can attend the Business Council meetings.