

A66 ~~A61.22~~ Policy Committee

(Placed in new policy format, renumbered and revised to increase membership)

Approved By: Faculty Senate

Approved: November 27, 2007 [Draft 10/5/17](#)

Responsible Faculty Committee: Policy Committee

Office Responsible for Administration: Office of University Secretary

Revisions to the Policy Rationale, Policy Statement, and Applicability sections of this document must be approved by the full Faculty Senate.

POLICY RATIONALE

Policies in the *Faculty Handbook* are unifying documents that describe academic principles, the reasoning behind the principles, and institutional procedures necessary for implementation. *Faculty Handbook* policies contain governing principles and procedures that mandate or constrain actions and apply to University of New Mexico (UNM) faculty; therefore, the development of policies requires input from faculty members who have extensive knowledge on the subject matter and review by faculty members from a variety of academic disciplines at UNM. [The Faculty Senate Policy Committee \(FSPC\) is appointed to ensure adherence to these principles. The FSPC shall report directly to the Faculty Senate Operations Committee.](#)

POLICY STATEMENT

The FSPC is responsible for the development and revision of policies for the *Faculty Handbook*, which provides UNM faculty with a written record of faculty policies and procedures. The primary role of the FSPC shall be to support UNM's overall purpose, principles, and goals. In the interest of shared governance, the functions of the FSPC shall include, but not be limited to initiating, formulating, recommending, and reviewing all UNM policies that impact the faculty. The charge to the FSPC is as follows:

- Review, as necessary, policies of the Regents' ~~Handbook~~ [Policy Manual](#), *Faculty Handbook*, Faculty Constitution, University Administrative Policies and Procedures, and the Pathfinder.
- Consult and collaborate with administrators with respect to policies in documents other than in the *Faculty Handbook*.
- Communication of policies across the campuses after Faculty Senate approval, full faculty approval, or as per policy history.
- Review policies developed by other standing committees.

Membership: ~~will be comprised of~~ **Nine (9)** ~~seven (7)~~ voting faculty **which will include one (1) faculty member from a Branch Community College, one (1) faculty member from** the Health Sciences Center, and faculty from at least three (3) schools and colleges none of whom are from the same department. **The Senior Vice Provost for Academic Affairs and the Vice Chancellor for Academic Affairs will serve as ex-officio, non-voting members. If unable to attend a Committee meeting, an ex-officio member may send a designee subject to approval by the Committee.** At the Committee's request, an attorney from the University Counsel's office with primary responsibilities for policy issues shall attend committee meetings and provide legal advice to the FSPC.

The terms of office shall be for three (3) years, set up on a staggered basis so that the terms of at least three (3) members will expire each year. Members can be appointed for a second three-year term. The Chair is elected by the Committee and normally will serve a renewable two-year term. The Committee annually selects a Vice-Chair to serve in place of the chair in his/her absence. In addition to the Committee members, subcommittee membership will be augmented with other faculty, administrators, staff, and students as required for specific subcommittee tasks.

APPLICABILITY

All UNM faculty, including the Health Sciences Center and Branch **Community** Campuses.

Revisions to the remaining sections of this document may be amended with the approval of the Faculty Senate Policy Committee, and Operations Committee.

DEFINITIONS

There are no specific definitions required by this Policy.

WHO SHOULD READ THIS POLICY

- All UNM faculty.
- Academic administrators and staff.
- Administrative staff responsible for policy development.

RELATED DOCUMENTS

Faculty Handbook:

Policy A51 "Faculty Constitution"

Policy A53 "Development and Approval of Faculty Policies"

Policy A60 "Faculty Senate Bylaws"

Policy A61 "Faculty Senate Committees"

CONTACTS

Direct any questions about this policy to Office of the University Secretary.

PROCEDURES

[The Policy Committee will schedule regular meetings. The Committee Chair will report Committee recommendations through the Faculty Senate Operations Committee for consideration by the Faculty Senate.](#)

DRAFT HISTORY

[October 5, 2017 – Add ex-officio, non-voting members.](#)

September 4, 2017 – Per FS Operations Committee revised proposed draft to specifically state the Committee will include a faculty member from HSC.

June 23, 2017 – Placed in new policy format, renumbered and revised to update procedures.

HISTORY

November 27, 2007--Revised by the Faculty Senate

October 23, 2007--Approved by the Faculty Senate

COMMENTS TO:
handbook@unm.edu

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