

Faculty Senate Policy Committee
Meeting Notes
February 1, 2023
3pm – 4:30pm
Zoom Meeting

Members Present: Karen Armitage, Robert Christenson, Min Ro Lee, Jacob Ormsby, Karen Paterson

Ex-Officio Present: Barbara Rodriguez; Akshay Sood; Brandon Toensing, Vivian Valencia

Guests Present: Karl Benedict, Director of Research Data Services, University Libraries; Grace Faustino, Manager for Research Computing and IT Services, Office of Vice President for Research; Heather Koopman, American Council on Education (ACE) Fellow

Staff Present: Nancy Middlebrook, University Secretary; Carol Stephens, Professional Consultant, Office of the University Secretary; Caitlin Wells, Operations Specialist, Office of the University Secretary

The meeting was called to order without quorum by Karen Patterson at 3:04 p.m.

1. Introductions

Akshay Sood and Heather Koopman introduced themselves to the Committee. Sood is the HSC interim Vice President for Faculty Affairs and will be serving as an ex-officio representative on the Committee. Koopman is an ACE Fellow who will be at UNM for the spring 2023 semester and is the chair of Biology and Marine Biology at the University of North Carolina, Wilmington. She will be sitting in on FSPC meetings during the spring semester to learn more about university-level policy making.

Quorum was reached at 3:06 p.m.

2. Approvals

Agenda was approved as written. Notes were approved as written.

3. Updates

C70 “Confidentiality of Faculty Records”

C70 was not on the agenda for the February Regents Student Success, Teaching, and Research (SSTAR) Committee meeting. Finnie Coleman has met with the Provost and is working with Faculty Senate leaders to see how they can continue to move this policy forward. The FS Operations Committee is looking at C70 in the context of C07 and C09, as well.

Political Activities Policies: C150 “Political Activity” and C240 “Leave of Absence Incident to Political Activity”

The Committee was waiting on feedback from University Counsel and has received that feedback. Because these policies were subject to a vote by the full faculty, the Committee on

Governance will need to move them on to the SSTAR committee. They are currently working on getting this on a future agenda.

F100 “Teaching Load”

This policy was out for faculty vote from Nov. 30, 2022, through Jan. 29, 2023. The policy did not receive a quorum of 10% of the voting faculty, so the policy changes were not approved and will not go into effect. Karen Patterson will talk to some of the branch campus faculty representatives and other stakeholders to see how to change this moving forward.

C200 “Sabbatical Policy”

The Academic Freedom and Tenure Committee finished reviewing C200 and sent it for comments to some higher level administrators to determine whether there were any major concerns. They received some comments back from Barbara Rodriguez and Akshay Sood, and will be reviewing those comments before sending the full policy out for the campus comment period. There were some concerns about how the policy would affect faculty in HSC who have clinical responsibilities and departments planning for handling workloads when faculty are on sabbatical, and those have been passed on to AF&T. Karen Patterson said that some individual school/college handbooks have laid out procedures to ensure that not all faculty go on sabbatical at the same time. Carol Stephens noted that any policies for individual colleges outside HSC will also need to comply with the collective bargaining agreement requirements for sabbatical. She also noted that the policy does attempt to standardize things for twelve-month faculty at both main campus and HSC.

C130 and C140/Regent Policy Alignment

There is currently an issue with the policy in the Regents Policy Manual that is related to FHB policies C130 and C140. When the Regents approved C130 and C140, they did not update their own policy manual to reflect those approvals, and now there is a misalignment between the two. Nancy Middlebrook has passed along this information to the Regents through Terry Babbitt in the President’s Office and there is a Regents ad hoc committee that will be reviewing it soon.

4. Discussion/Action Items

E30 “Research Data Management Policy” and Standard E30#1 “Research Data Management”

Karl Benedict and Grace Faustino attended the meeting to discuss this policy and address comments from the committee. Carol Stephens had incorporated some of their feedback to Committee questions into this draft of the policy.

Policy Statement, Section 1: Changes made to further define researcher responsibilities and direct them to the appropriate office if they have any questions (Office of Vice President for Research (OVPR) or Health Sciences Vice President for Research (HSVPR)). Robert Christenson suggested adding “or designee” after “dean” to clarify that there might be someone else in a college/school, like an associate dean for research, who would be able to answer questions.

Policy Statement, Section 1.1: Elizabeth Elia had been concerned about the definition of “substantial UNM resources,” so language from E70 was used to clarify this.

Policy Statement, Section 1.2: Addressed concerns about research misconduct and separation from UNM.

Policy Statement, Section 3.1: Added language about data use agreements with collaborators and that these agreements must comply with UNM policy. Specified that OVPR/HSVPR can help with these agreements.

Policy Statement, Section 3.2: Brandon Toensing had commented that the policy should reference UAP 2580, as it could be confusing for terms to be repeated between the two policies. Patterson added that UAP 2580 also refers to other types of data. Stephens suggested adding “research” before terms (like “research data owners,” etc.) to clarify that this policy is referring specifically to research data. Patterson suggested the Committee request that the UNM Policy Office add a reference to E30 to UAP 2580. Benedict suggested also referring to E30 in part 2.3 of UAP 2580, which excludes HSC from that policy, as E30 was written to allow for the existing data governance infrastructure of HSC.

Carol Stephens mentioned the timeline for the policy. If the policy is approved at the March meeting, it will then go to the Faculty Senate Operations Committee and then will go out for comment, and there might not be enough time to complete all of the process this semester. Nancy Middlebrook said she and Patterson could talk to Finnie Coleman about getting the policy through Ops and out for comment soon, while reminding the Ops members that they are able to comment during the comment period.

Policy Statement, Section 3.3: Toensing had had a concern about the role of students as data stewards, and Benedict said that the vast majority of student-created data would not fall under this policy as it would not be produced with “substantial UNM resources.” He suggested removing the third sentence starting with “students may also fill this role...” as it might be inaccurate, and the Committee agreed.

Policy Statement, Section 3.4: Patterson and Benedict suggested adding a phrase saying that when researchers are not allowed to act as custodians, they should seek out other resources to serve in that role. Toensing said that having a clear acknowledgment that some laws/regulations require researchers to have a separate data custodian would be good to include. Toensing had also suggested the addition that data are “secured at rest and in transit” as this is often a regulatory requirement. The Committee agreed to add it.

The Committee completed review of the policy. Stephens will incorporate changes and then the Committee will vote on whether to send the policy out for comment at the next meeting. After the Committee has reviewed comments and approved any changes, it will go to the Faculty Senate Operations Committee, and then the full Faculty Senate for a vote.

5. Adjournment

The meeting adjourned at 4:31 p.m.