

# The University of New Mexico Faculty Senate

## Meeting Agenda November 22, 2011 3:00 P.M. Scholes Hall Roberts Room

3:00	1. Approval of Agenda	<b>Action</b>
	2. <a href="#">Acceptance of the October 25, 2011 Summarized Minutes</a>	<b>Action</b>
3:05	3. Football Coach Hiring	<b>Information</b> Amy Neel
3:15	4. Faculty Senate President's Report	<b>Information</b> Tim Ross
	5. <a href="#">Lecturer Proposal Update</a>	<b>Information</b> Tim Ross
3:25	6. Recognition of <a href="#">Dr. Ursula Shepherd - U.S. Professor of the Year</a>	<b>Information/Action</b> Tim Ross

### CONSENT AGENDA TOPICS

3:30	7. Forms C from the Curricula Committee	<b>Action</b> Pamela Pyle
	<a href="#">New Concentration of Information Assurance in Master of Accounting, Anderson School of Management</a> <a href="#">Deletion of Bachelor of Arts in Russian Studies, College of Arts and Sciences</a> <a href="#">Deletion of Bachelor of Arts in Economics Philosophy, College of Arts and Sciences</a>	
	8. Fall 2011 Degree Candidates	<b>Action</b> Pamela Pyle
	9. <a href="#">2011-2012 Faculty Senate Committee Appointments</a>	<b>Action</b> Pamela Pyle

### AGENDA TOPICS

3:35	10. <a href="#">Computer Use Committee Name and Charge Revision</a>	<b>Action</b> Rebecca Lubas
3:45	11. Provost's Report	<b>Information</b> Provost Chaouki Abdallah
4:00	12. Faculty Staff Benefits Committee Update and <a href="#">ERB Resolution</a>	<b>Information</b> John Vande Castle
4:10	13. <a href="#">Resolution in Support of Concerns re: UBPPM Policy 2680 "Payroll Overpayments and Collection"</a>	<b>Action</b> Operations Committee
4:15	14. <a href="#">(Un)Occupy Albuquerque Resolution</a>	<b>Action</b> Operations Committee
4:20	15. Legislative Update	<b>Information</b> Marc Saavedra
4:50	16. New Business and Open Discussion	<b>Discussion</b>
5:00	17. Adjournment	

**NOTES:**

1. All faculty are invited to attend Faculty Senate meetings.
2. Full agenda packets are available at <http://www.unm.edu/~facsen/>
3. All information pertaining to the Faculty Senate can be found at <http://www.unm.edu/~facsen/>
4. Questions should be directed to the Office of the Secretary, Scholes 103, 277-4664
5. Information found in agenda packets is in draft form only and may not be used for quotes or dissemination of information until approved by the Faculty Senate.

# FACULTY SENATE SUMMARIZED MINUTES

## 2011-2012 FACULTY SENATE OCTOBER 25, 2011 (Draft Awaiting Approval at the November 22, 2011 Meeting)

The Faculty Senate meeting for October 25 was called to order at 3:02 p.m. in the Roberts Room of Scholes Hall. Senate Operations Committee Member Pamela Pyle presided until President Elect Amy Neel arrived at 3:10.

### 1. ATTENDANCE

**Guests Present:** Provost Chaouki Abdallah, Director PC Support Mike Campbell, Academic Advisement Manager Megan Conner (Anderson School of Management), Associate Professor Susan Copeland (Educational Specialties), and Deputy CIO Moira Gerety.

### 2. APPROVAL OF THE AGENDA

The agenda was approved as written.


### 3. APPROVAL OF SUMMARIZED MINUTES FOR SEPTEMBER 27, 2011 MEETING

The minutes were approved as written.

### 4. POSTHUMOUS DEGREE REQUEST FOR ROSE MARIE FUCHS

Academic Advisement Manager Megan Conner (Anderson School of Management) presented the following Posthumous Degree request for Ms. Rose Marie Fuchs. The Faculty Senate unanimously approved the degree with one abstention.

RECEIVED  
OCT 30 2011  
OFFICE OF SECRETARY

 Posthumous Degree  
Request Form

Request initiated by: Family, Anderson contact: Lisa Lindquist  
Relationship to student or UNM: DOB Staff  
Would you like the Dean of Students to contact the family regarding this request? ☒ Yes ☐ No  
Dean of Students Notification: Sent - 9/23/11

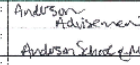

Student Name:	<u>Rose Marie Fuchs</u>
Student ID:	<u>100868331</u>
College/Center:	<u>Anderson School of Management Degree: BBA</u>
Minor:	
Add additional majors or minors:	

The University of New Mexico recognizes that earning an academic degree is a matter of both skills and hard work. It is not only for students' personal benefit but for the family members and friends who provide essential support and encouragement during the course of their studies. UNM also recognizes that not only the degree but also significant progress in an academic program is an important accomplishment, an achievement which deserves special recognition.

Accordingly, the University of New Mexico will "have available" posthumous degrees of associate type and have to be bestowed upon a student who dies before she is able to complete her last program.

These degrees may be granted under the following circumstances and only if:

- ☒ The student maintains his degree status and either currently or after is enrolled in the academic program to which death occurred.
- ☒ The student has been presented a minimum of half of the results needed for the degree.
- ☒ Requests for posthumous degrees may be initiated by the student's family, the head of the department and/or college, or a UNM administrator.
- ☐ The department, the college and the Faculty Senate must approve requests for posthumous degrees. The Senate Governance Committee must also review and provide recommendations on requests for graduate-level posthumous degrees.
- ☐ The degrees will be noted as "posthumous" on both the diploma and the transcript.

Approvals	Name	Signature	Date
Department:	Anderson		9/29/11
College:	Anderson School of Management		09/29/11
Faculty Senator:			
Senate Graduate Governance Committee:			

## 5. FACULTY SENATE PRESIDENT'S REPORT

Faculty Senate President Elect Amy Neel reported the following:

- The Board of Regents approved a one-time pay-equity bonus of \$950 per faculty/staff employee. There was substantial discussion and Regent President Jack Fortner was the only dissenting vote. UNM employees earning less than \$49,050 will receive the full bonus but the bonus cannot push the employee's salary above \$50,000. Employees earning above \$49,050 will receive the difference between their salary and \$50,000. Most employees will receive the bonus on their December 22, 2011 paycheck. The payday for union members is still being determined.
- The travel per diem issue will be discussed in January 2012. Further guidance will be provided to unit managers and instructions will be created.
- The Educational Retirement Board will meet November 21, 9:00 a.m., in the APS Boardroom to select a plan from the six solvency proposals on the ERB website.  
<http://www.nmerb.org/newsstories.htm>
- Budget planning has begun for the next fiscal year. There are four teams working on the budget: the Strategic Budget Leadership team, Tim Ross and/or Richard Wood will be members; the President's Strategic Advisory Team is continuing from last year and it will include a member of the Operations Committee; President Elect Amy Neel is co-chair with Associate Vice President Andrew Cullen (Budget, Planning and Analysis) on the Tuition and Fees team; and there will be a Course Fee Team out of the Provost's Office with faculty members from the FS Budget Committee. More information is available on the Main Campus Strategic Financial Outline online through the main UNM website.
- The Faculty Senate Reorganization plan is being revisited. President Tim Ross has added transition plans. The proposal has been sent to the Operations Committee, the Committee on Governance, and the Academic Freedom and Tenure Committee for further feedback. Next, it will be sent to the FS Committee chairs and finally it will come to the senate for a vote.
- President Elect Neel updated the Senators on the status of Faculty Senate Committees:
  - The Operations Committee (Ops) is re-invigorating the Scholarship Committee. The committee will be working with the National and International Scholarships and Fellowships Office to serve as selectors for the Marshall Award, Rhodes' Scholarship, Udall Scholarship, etc. Faculty Senators will be encouraged to be reviewers for Regents' and Presidential Scholars.
  - The Ops Committee has been meeting with the Faculty Ethics and Advisory Committee to determine what needs to be done regarding ethics for faculty members, what procedures should be followed, what kind of cases should be referred to them, and where the committee fits into the Disciplinary Policy.
  - The Ops Committee has been revamping some of the policies and procedures for the Research Allocations Committee.
- The Endowed Chair Policy and the Lecturer Career Path Policy are being vetted by the Faculty Senate Policy Committee. The Policy Committee is also considering drafting a new Workload Policy after the end of the semester to allow time to review the information that Banner has been capturing.
- The Faculty Disciplinary Policy has passed the Main Campus Deans' Council and is now being vetted by the Health Science Center (HSC) Deans. It will then be sent to the Board of Regents (BOR) Academic and Student Affairs and Research Committee (ASAR). If approved, it will go before the full BOR for consideration.

## **6. FORM D – NEW GRADUATE CERTIFICATE IN SPECIAL EDUCATION**

Associate Professor Susan Copeland (Educational Specialties) presented the request for a New Graduate Certificate in Special Education. New Mexico needs more individuals for behavioral assessment and intervention. There would be five students in the first year. There are no other programs in the state. The certificate can be stand-alone or part of a Master's or Doctoral program.

### **Executive Summary**

Transcripted Graduate Certificate in Applied Behavior Analysis: Research-Based Interventions for Individuals with Disabilities who have Behavioral Challenges

The transcripted graduate certificate in Applied Behavior Analysis: Research-Based Interventions for Individuals with Disabilities who have Behavioral Challenges is designed to prepare in-service special and general education teachers and related professionals as well as community providers (e.g., behavior therapists, developmental specialists, early interventionists) to conduct behavioral assessment with children and adults in need of behavior intervention services, provide behavior analytic interpretation of the results and design and implement appropriate behavior interventions based on assessment results that will be implemented in home, school and community settings. The Graduate Certificate program is open to students pursuing a graduate degree in Special Education and in other related fields (e.g., Psychology) at the University of New Mexico and to individuals who minimally hold a bachelor's degree and are interested in advanced training in behavioral analysis and intervention. The certificate offers two options each developed prospectively with the designated faculty certificate advisor: (1) Students successfully complete a minimum of 18 hours of coursework and an approved final capstone project or (2) Students successfully complete the requirements of (1) and also successfully complete an additional 6 hours of advanced field experience to fulfill the field experience requirements for credentialing as a Board Certified Behavior Analyst (BCBA). Option (2) would prepare them to sit for the national exam for BCBAs.

Operations Committee member Pamela Pyle moved that the new certificate be approved. Senator Howard Snell seconded the motion. The request was unanimously approved.

## **CONSENT AGENDA**

### **7. FORMS C FROM THE CURRICULA COMMITTEE**

The following Forms C were approved by voice vote of the Faculty Senate:

- Revision of Doctorate of Physical Therapy, School of Medicine
- Revision of Master of Science in Physician's Assistant Program, School of Medicine
- New Master of Arts in Sociology, College of Arts and Sciences

### **8. 2011-2012 FACULTY SENATE COMMITTEE APPOINTMENTS**

Additions to the 2011-2012 Faculty Senate Committees were approved by unanimous voice vote of the Faculty Senate.

## **AGENDA TOPICS**

### **9. FOOTBALL RESOLUTION**

President Elect Amy Neel presented the following request letter regarding the hiring of the next UNM Head Football Coach. The letter was drafted by the Operations Committee after the September Faculty

Senate meeting. The point-of-view of the letter is to convey a reasonable voice on the issues the Faculty Senate has with the hiring of a new coach.

A senator mentioned that the letter should articulate a reasonable policy of “pause and hold.” Another senator suggested the possibility of not hiring the new coach under a long-term contract.

The Operations Committee is attempting to get a faculty member on the search committee. Athletic Director Paul Krebs will be invited to a future Ops meeting. The letter would give AD Krebs an opportunity to respond to the faculty.

Senator Zachary Sharp (Earth and Planetary Sciences) moved that the letter be accepted. There were many seconds.

The senate voted to accept the letter and that any version of the letter would be sent to the Committee on Governance and the Athletic Council for further vetting. There was one opposed vote and ten abstentions.

President Elect Neel asked that comments and suggestions be sent to her or Ops. The letter will be sent to the Committee on Governance and to the Athletic Council for vetting after suggestions are incorporated. The senate unanimously voted to keep the letter internal to the University and to only send it to AD Paul Krebs and the UNM upper administration. It will not be sent to the media. There were three abstentions.

In light of the recent firing of UNM football coach Mike Locksley requiring a large contract buyout, the UNM Faculty Senate wishes to voice its concerns regarding expenditures for the football program. Because of the poor economic conditions in New Mexico, UNM faculty, staff, and administrators have been required to “do more with less” in the last few years. We urge the Athletics Department to exercise financial restraint in hiring the next football coach.

Regarding the hiring of the next coach, the Faculty Senate requests the following:

1. The University should hold frank and open discussions about UNM's place in the football world. Vice President for Athletics Paul Krebs has stated that UNM should “compete at the highest level.” However, given the current realignment of athletic conferences and the relatively small size of UNM's fan base and television market, we are not confident that it is reasonable for UNM to attempt to compete at the highest level. The Athletics Department should provide cost and revenue projections showing that UNM has the resources to compete with powerhouse college football programs.
2. The University should carefully consider buyout clauses for future coaches. UNM has paid millions of dollars for coaches who no longer work for us over the past several years. Even though state funds have not been used to cover the contract buyouts, that money could be used for better purposes. The Faculty Senate would like to know the legal responsibility of the university if the Athletics Department is unable to raise sufficient funds to fully pay for current and future contract buyouts.
3. The University should review or create policies regarding off-field behavior. Consequences for not following those policies should be clearly delineated in future contracts.
4. The University should consider a “pause and hold strategy” in hiring the next football coach, waiting until the new President is in place before initiating the hiring process.
5. The University should explore the ranks of successful coaches from less prestigious football programs in order to obtain a good coach for a reasonable salary.

Rather than spending exorbitant amounts of money on a football team with no guarantee of becoming a football power, we encourage the University to spend its athletic funds on supporting academic access to UNM for a wide range of men and women athletes through athletic scholarships, allowing as many students as possible to participate in healthy, competitive experiences through extramural and intramural sports, fostering a sense of belonging and school spirit for UNM students, staff, and faculty, and connecting UNM with the wider community through entertaining sports programming.

## **10. PROVOST'S REPORT**

Interim Provost Chaouki Abdallah reported the following:

- The Director of Faculty Contracts is on medical leave. Provost Chief of Staff Melissa Vargas will be leading the Faculty Contracts Office.
- The five-year evaluations of deans may be coming before the senate for a change to the Faculty Handbook.
- The latest graduation rate is 45.1%, which is an improvement but is not where UNM should be. Provost Abdallah will be sending out information in the next few weeks about what initiatives are being done to raise the graduation rate. Provost Abdallah said they may be calling on senators to assist.
- Provost Abdallah will be presenting the Promotion and Tenure Committee to the College of Education on November 15. The proposal has already been presented to the deans. Branch campuses will have their own P&T Committees with branch representatives. Branch campuses each have their own unique Faculty Handbooks and their own requirements for tenure and promotion. Richard Holder and Mike Dougher will sit on the branch P&T committees.
- The Strategic Academic Plan is awaiting the arrival of a new University President. In the meantime, Provost Abdallah has asked the deans to begin looking at a long-term academic plan. He hopes to start the conversation on where UNM wants to be in 10, 20, 30 years. There will be open forums across campus and two to three big-named speakers. The outcome is a draft plan that has some numbers behind it to push the financial aspects.
- Some Faculty Senators have been invited to sit on a Diversity Council. The Diversity Council will focus on initiatives for excellence. It will include faculty, staff, and students. There will be open forums and examination of what other institutions are doing. If nothing else, a snapshot of the campus diversity climate will be provided to the new president.

## **11. PRESIDENTIAL SEARCH UPDATE**

Presidential Search Committee Co-chair Jane Slaughter (Associate Provost) reported the following:

- BOR President Jack Fortner has been very involved with this search. He is committed to making a different process work.
- This presidential search is extremely competitive. There are many universities searching for presidents. There are 15 presidential searches commencing nation-wide. Regionally, both Arizona and Utah are searching for presidents.
- It has been a very confidential process as some of the candidates are sitting Presidents and Provosts.
- The Presidential Search Committee met October 15. Associate Provost Slaughter was pleasantly surprised by the quality and number of candidates.
- The Committee will meet again on November 15. The goal is to have the preliminary cuts made and the candidates announced by the BOR in early December. The BOR hopes to have 6-8 names. Multiple candidates are mandated by state law. There are a small number of women and minorities in the candidate pool. The candidates have been curious about the campus climate.
- The Presidential Search Committee has 29 members. The community members and faculty members agreed that the president must be a PhD. Otherwise, faculty have been quiet.
- Candidates will be brought to campus during finals week for interviews

## **12. EMAIL, MESSAGING, & CALENDARING RFP UPDATE**

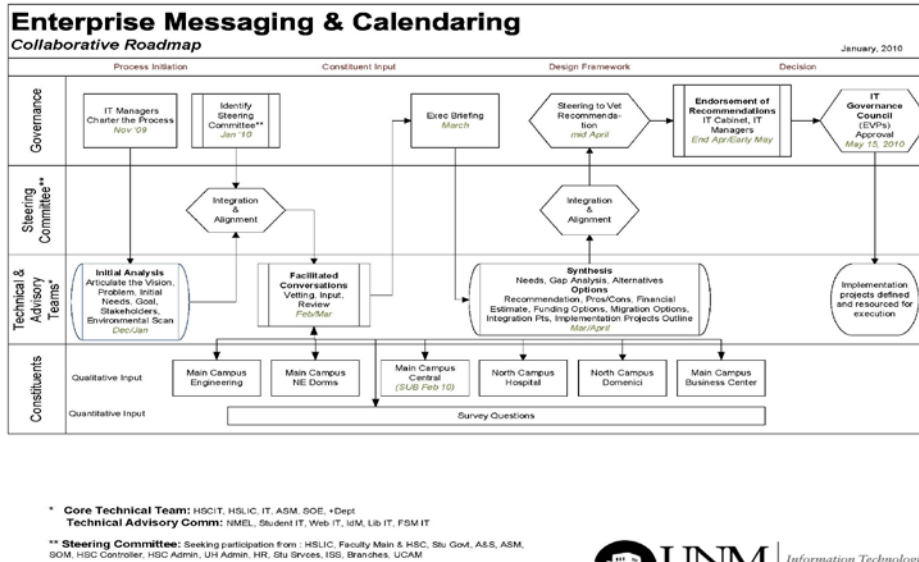
Deputy CIO Moira Gerety and Director of PC Support Mike Campbell presented the following slideshow on the selection of the email, messaging, and calendaring system at UNM.

### Email, Messaging & Calendaring Evaluation Team Recommendations

Mike Campbell, Co-Chair  
Moira Gerety, Co-Chair  
Tom Sanford, HSLIC Systems, Evaluation Team  
Scott Parker, IT GW Lead, Evaluation Team  
Rebecca Lubas, Chair of CUC, Evaluation Team  
Aaron Jacob, MD, HSC, Evaluation Team and  
Dilek Inal, Chair of Technical Team,  
Barney Metzner, Chair of the Security/Compliance Team and  
Kimberly Waseta, Chair of the Usability Team



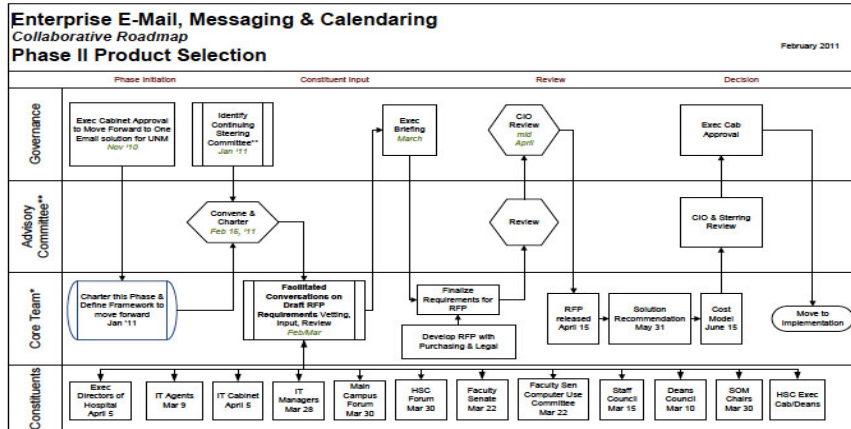
# Phase I Process



# Phase I Results

- Move to a common underlying technology for all UNM units, if possible
- Continue the collaborative process to:
  - Investigate the tool set options to improve UNM communication
    - **Complete an RFP for messaging/calendaring for UNM**
    - Include community in selection (including faculty)
  - Develop a campus-wide implementation approach
    - Develop multiple implementation scenarios
    - Develop cost models
    - Scope of implementation should include all campus and affiliated users
    - Develop a time table... accelerated with executive support, implementations from Fall '11 through Fall '12
- Form Governance to oversee/support Program

## Phase II Process



\* Core Team: HSC/IT, HSLIC, IT, ABM, SOE, +Dest

\*\* Advisory Committee: Seeking participation from: HSLIC, Faculty Main & HSC, Stu Govt, ABS, ASM, SOM, HSC Controller, HSC Admin, LH Admin, HR, Stu Svcs, ISS, Branches, UCAM



## RFP Recommendations

- The best system is a hybrid (cloud / premise)
  - Cost contained for students and other low risk users
  - Higher security provided with on premise solution
  - Common management
- 5 Respondents
- There was one software product that provided a good hybrid strategy along with a truly free cloud option along with “free” licensing for on premise solution
- None of the vendors offered a reasonable services strategy to implement this (or any other) option
- No award recommended from RFP, but instead .....

## Recommended Direction

- Main campus and branches should aggressively to move students (Spring 12) to the cloud using MS O365 product which is essentially free. (Students are 60% of UNM accounts)
- Harden UNM's main campus existing Exchange Services for Faculty and Staff (Fall 12) leveraging strong central Directory with distributed organizational control (validate budget less than \$200K with storage at 5GB)
- Manage a migration plan over the next five years to move another 20-30% of users to the cloud
- Invest collaboration features in support of student success, employee productivity and faculty autonomy

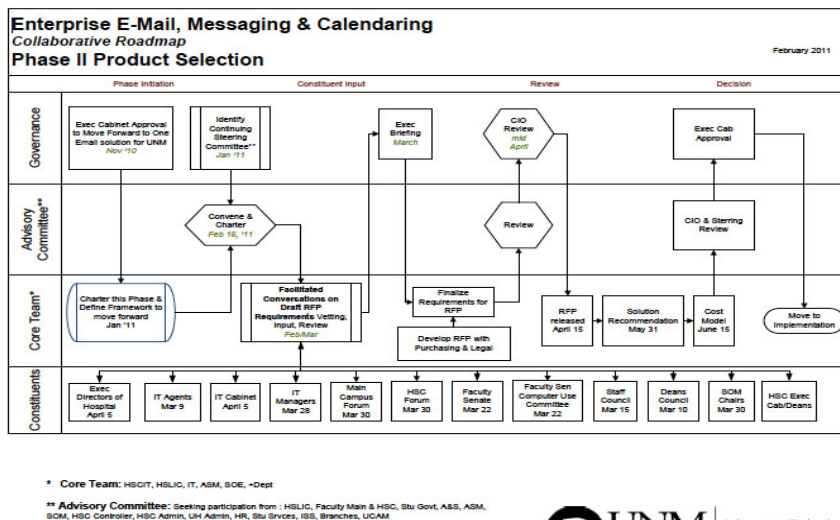
## Highlight of Student Cloud Features/ Potential

- Email at @\*.unm.edu with full directory
- Calendar including group scheduling and access to common resources (invest in Banner course schedule/Calendar integration)
- Collaborative document creation, management and sharing (could play into portfolio strategy)
- 25 GB of space
- Video and text chatting
- Sharepoint services
- No Advertising , Marketing or Data-Mining
- Cloud implementation will be HIPAA and FERPA complaint with on demand features (archiving, e-discovery, encryption)

## Next Steps

- Migrate Students as soon as possible
  - Secure migration services with bid to contracted (local?) vendors
  - Be ready to populate calendars Fall '12
- Plan Fall '12 Faculty and Staff migration
  - Validate and harden current installation, ensure effective business continuity and disaster recover
  - Secure appropriate Staffing, likely blend of in-house, staff augmentation and consulting
- HSC next steps
  - Identity management focus
  - Messaging direction to follow

## Questions



### 13. NEW BUSINESS AND OPEN DISCUSSION

A senator mentioned that the recent pay equity study did not include lecturers. The Ops Committee will make the Provost aware of the omission of lecturers.

No other new business was raised.

**14. ADJOURNMENT**

The meeting was adjourned at 4:43 p.m.

Respectfully submitted,

Rick Holmes  
Office of the Secretary

## **Proposed Language**

### **2.3.2 Lecturer**

Faculty may be appointed to the position of Lecturer. These appointments are for teaching professionals with appropriate academic qualifications, who are demonstrably competent in the subject matter of the courses to be taught. While not eligible for tenure, lecturers may hold the rank of lecturer, senior lecturer, or principal lecturer.

### **3.4.2 Lecturers**

Lecturers are appointed for annual terms renewable at the discretion of the University. During the first three years of service, lecturers will be eligible for renewable one-year contracts. Written notice regarding the status of a lecturer shall be given according to the following minimum periods of notice: (1) not later than June 30 of the first academic year of service or (2) not later than Mar. 15 of the second or subsequent academic year of service.

### **4.10 ANNUAL REVIEW OF CLINICIAN EDUCATORS**

Continuing clinician educators shall be reviewed annually following procedures adopted by each department.

### **4.11 ANNUAL REVIEW OF LECTURERS**

Continuing lecturers shall be reviewed annually according to adopted university procedures (*link to pdf file with procedures*).

## **Current Language**

### **2.3.2 Lecturer**

(a) Lecturer I—The title used for individuals who have qualifications equivalent to teaching assistants or graduate students and who are not currently graduate students at the University in the same department as their academic appointment.

(b) Lecturer II—The title used for qualified professionals who have completed all requirements except the dissertation for the terminal degree (or equivalent) in their fields of study and who are not currently graduate students at the University in the same department as their academic appointment. It may also be used for professionals who have the terminal degree but only limited experience in teaching or scholarly work, or for professionals who do not have the terminal degree but have extensive experience.

(c) Lecturer III—The title used for qualified professionals who hold the terminal degree (or equivalent) in their fields of study and who have additional experience in teaching and scholarly work.

### **3.4.2 Lecturers**

Lecturers are appointed for annual terms renewable in the discretion of the University. Written notice that a faculty member serving as a full-time lecturer is not to be continued in service shall be given according to the following minimum periods of notice: (1) not later than Mar. 31 of the first academic year of service or (2) not later than Dec. 15 of the second or subsequent academic year of service.

### **4.10 ANNUAL REVIEW OF CONTINUING NON-TENURE-TRACK FACULTY**

Continuing non-tenure-track faculty (lecturers and clinician educators) shall be reviewed annually following procedures adopted by each department.

## **Procedures for Lecturers and Annual Review of Those in Lecturer Positions In accordance with Sections 2.3.2, 3.4.2, and 4.11 of the Faculty Handbook**

These procedures were approved by the Faculty Senate Policy Committee on xxx and all subsequent changes must be approved in accordance with processes defined by the Faculty Senate.

### **1. Titles**

#### **A. Lecturer**

- (1) The title used for qualified professionals who are demonstrably competent in the subject matter of the courses to be taught, but who are not hired into a tenure-track position.
- (2) Lecturer I—The title used for individuals who have qualifications equivalent to teaching assistants or graduate students and who are not currently graduate students at the University in the same department as their academic appointment.
- (3) Lecturer II—The title used for qualified professionals who have completed all requirements except the dissertation for the terminal degree (or equivalent) in their fields of study and who are not currently graduate students at the University in the same department as their academic appointment. It may also be used for professionals who have the terminal degree but only limited experience in teaching or scholarly work, or for professionals who do not have the terminal degree but have extensive experience.
- (4) Lecturer III—The title used for qualified professionals who hold the terminal degree (or equivalent) in their fields of study and who have additional experience in teaching and scholarly work.
- (5) The procedure for promotion and benefits associated with all three numerical designations shall be the same regardless of numerical designation.

#### **B. Senior Lecturer**

- (a) Lecturers with at least five years of service who have demonstrated excellence as teachers and shown a conscientious interest in improving their teaching
- (b) Appointment at, or promotion to, the rank of senior lecturer represents a judgment on the part of the department, college, and University that the individual has made and will continue to make sound contributions to teaching and service. The appointment should be made only after careful investigation of the candidate's accomplishments and promise in teaching and leadership.

#### **C. Principal Lecturer**

- (a) Senior Lecturers with at least eleven years of service who have sustained consistently high standards in teaching, consistently demonstrated their wider service to the University community and its mission, and shown a conscientious interest in improving their teaching. It is expected that the principal lecturer will continue to develop and mature with regard to teaching, service, and professional activities.
- (b) Appointment at, or promotion to, the rank of principal lecturer represents a judgment on the part of the department, college, and University that the individual has attained and will continue to sustain an overall profile of excellence in teaching, service, and engagement in the wider profession. The appointment should be made only after careful

investigation of the candidate's accomplishments and promise in teaching and leadership.

#### D. New Hires

For all new hires, the promotion path will normally start at the "Lecturer" status. Hiring committees may suggest exceptions to this policy, and such exceptions may be granted if supported by the Department Chair and relevant Dean.

#### E. Current Lecturers as of adoption of this policy:

As of 2011, the University employs approximately 300 lecturers who have been with their departments for varying years of service. All existing lecturers shall be initially classified at the "Lecturer" status. For those lecturers who have served in their departments for five years or more, the Department Chair in consultation with the relevant Dean *and* the Department's Tenure and Promotion Committee (or its equivalent) may consider changing the lecturer's title to "Senior Lecturer." Such a decision shall be made on the basis of the lecturer's current employment file and any additional materials identified as appropriate by the Chair. The Senior Lecturer will receive the increased financial compensation as well as the multiyear contract as previously described.

Likewise, if a lecturer has been employed by their department for eleven years or more, the Department Chair in consultation with the relevant Dean *and* the Department's Tenure and Promotion Committee (or its equivalent) may consider changing the lecturer's title to "Principal Lecturer." Such a decision shall be made on the basis of the lecturer's current employment file and any additional materials identified as appropriate by the Chair. The Principal Lecturer will receive the increased financial compensation as well as any other benefits previously described.

### 2. Appointments

#### A. Lecturers

Lecturers are appointed for annual terms renewable at the discretion of the University. During the first three years of service, lecturers will be eligible for renewable one-year contracts. Written notice regarding the status of a faculty member serving during the probationary period shall be given not later than June 30 or for those serving as a lecturer shall be given not later than March 15. After three years of service and favorable review of the evaluation package, the lecturer will be eligible for a two year contract. Otherwise, the lecturer will remain eligible for one year contracts.

#### B. Senior Lecturers

Senior Lecturers are appointed for two years terms renewable at the discretion of the University. Written notice regarding the status of a faculty member serving as a senior lecturer shall be given not later than March 15.

#### C. Principal Lecturers

Principal Lecturers are appointed for three year terms renewable at the discretion of the University. Written notice regarding the status of a faculty member serving as a principal lecturer shall be given not later than March 15.

### 3. Reviews



## A. ANNUAL REVIEW OF CONTINUING LECTURERS

### (1) Year One:

(a) This should be considered a probationary period for the lecturer and the department. A newly hired lecturer will have the title of Lecturer on probationary appointment. At the end of one year (two semesters), the Lecturer will be responsible for submitting an evaluation package. The contents of this package will be determined by each department and may include but is not limited to materials such as an updated CV, in-class evaluations by other faculty members, student teaching evaluations, and a personal statement discussing the Lecturer's teaching philosophy and/or plans for professional development.

(b) These materials will be given to the Department Chair and carbon copied to the Dean of the College no later than the end of the spring semester. The packet will be evaluated by the Department Chair, as advised by other departmental faculty members via that Department's normal process of representative consultation. The Lecturer's performance will be evaluated and they will receive one of three possible ratings: 1. Does not meet expectations, 2. Meets expectations or 3. Exceeds expectations. If the Lecturer receives a rating of either "meets" or "exceeds" expectations, the probationary period will end, and the individual will retain a formal title of Lecturer. The Lecturer will be eligible for renewable one-year contracts. The Department Chair will communicate the decision regarding the Lecturer's status in writing to the Lecturer no later than June 30. A copy of this communication will be included in the Lecturer's file and will be carbon copied to the Dean of the College.

(c) Negative Evaluation: It is possible for any number of reasons that a Lecturer may receive a negative evaluation. In this case, the Lecturer will meet with the Departmental Chair to discuss specific areas where improvement is needed. A document summarizing this discussion will be drawn up, with copies given to the Lecturer and placed in the Lecturer's file. At this point the Department Chair may choose not to renew the Lecturer's contract, or may choose to allow the Lecturer a second probationary year. If the decision is made to offer a second year of probation, the Lecturer will then have one year (two regular semesters) upon which to improve. At the end of this time, he or she will prepare materials as described above, to be presented to the Chair. If it is determined by the Chair that significant improvement has been made, this second probationary period will end. If the Lecturer does not demonstrate improvement during this second probationary period, his or her employment with the department will be terminated. It is obviously the case that there may be external factors that affect a Lecturer's performance, and whether or not exceptions should be made to this policy will be determined by the Department Chair.

### (2) Year Three:

(a) During the Spring semester of a Lecturer's third year of service (including the probationary period), the Lecturer will be approximately half way to the earliest point at which he or she might seek promotion. Consequently, to assess the Lecturer's progress at this time, he or she will provide the Department Chair with an evaluation package, the contents of which will be determined by each individual department.

(b) This evaluation package will be given to the Department Chair and carbon copied to the Dean of the College within the same time frame as described in Year One. This packet will be evaluated by the Department Chair. The Lecturer will receive a rating of: 1. Does not meet expectations. 2. Meets expectations 3. Exceeds expectations. The Chair will communicate this decision in writing to the Lecturer, and the Chair and the Lecturer will meet to discuss this evaluation. If he or she receives a rating of either "meets" or "exceeds" expectations, the Lecturer can expect to retain the title of Lecturer, with the assurance that expectations are being met, and that the prospects for promotion are favorable. The contract offered to the Lecturer at this point will be for two years.

(c) Negative Evaluation: If the Lecturer receives a rating of "Does not meet expectations", the Chair will provide the Lecturer a written description of the areas in which the Lecturer must improve to continue as a member of the faculty. Both the Lecturer and the Chair must sign this document, which will be copied to the appropriate Dean. The Lecturer may then be issued a one year contract, with the understanding that if concerns are not adequately addressed, this contract may be terminal. Alternatively, the Chair may choose not to renew the one-year contract at this time.

(3) Year Five:

(a) At the end of the Lecturer's fifth year of service (including the probationary period), he or she will be eligible to apply for promotion. The Lecturer interested in seeking promotion will generate a Promotion Package, the contents of which will be determined by each department. Materials appropriate for such a package might include, but are not limited to an updated CV, teaching evaluations, letters of support from other faculty, reports from teaching observations by peers, professional recertification (if appropriate), other evidence of professional development, and a personal statement. Some departments might wish to require lecturers to provide a professional portfolio.

(b) Each department within the university will develop a policy dictating how this promotion material is to be evaluated. This may include input from tenure-track faculty, other lecturers, a promotion committee within the department, and the Department Chair. In all cases, however, a final recommendation for either approval or denial of promotion will be produced in writing by the Department Chair and this recommendation will be forwarded to the appropriate Dean. The Dean's decision regarding promotion will be forwarded both to the Department Chair and the Lecturer in writing, within the same time frame as describe above in Year One. If the promotion is approved, the Lecturer may expect the following.

- Promotion to Senior Lecturer
- A salary increase that is standard across the university.
- A renewable two-year contract

Years of service at other institutions of higher learning may be used to meet the years needed to apply for promotion, at the discretion of the Dept. Chair and/or Assoc. Chair.

## B. ANNUAL REVIEW OF CONTINUING SENIOR LECTURERS

(1) Year Eleven:

(a) Upon the completion of a minimum of eleven years of service at the university, a Senior Lecturer will be qualified to apply for promotion to Principal Lecturer. A Senior Lecturer seeking promotion is responsible for providing a promotion package. The structure and content of the 11<sup>th</sup> year promotion package will be at the discretion of the individual departments.

(b) As described above, each department will have a policy in place, dictating how these materials are to be evaluated. Likewise, as described above, the Department Chair's recommendation will be forwarded to the appropriate Dean, who will communicate his or her decision regarding promotion in writing to the Department Chair and the Senior Lecturer. The time frame for these communications will be the same as for the previous promotion to Senior Lecturer. If the promotion is approved, the Lecturer may expect the following:

- a title of Principal Lecturer
- A renewable three-year contract.
- A salary increase that is standard across the university.

The opportunity to apply for a one-semester professional development teaching release with pay to pursue other academic and/or professional activities. A Principal Lecturer will subsequently be eligible to apply for such releases every six years.

(2) Negative promotion decisions:

(a) In the event of a negative promotion decision (either from "Lecturer" to "Senior Lecturer" or from "Senior Lecturer" to "Principal Lecturer") the lecturer will retain his or her former title and benefits. A document summarizing this decision will be drawn up and copies will be given to the lecturer, placed in his or her file, and carbon copied to the Dean of the college. After a two year period, the lecturer may reapply for promotion.

(b) During this two year waiting period, the lecturer will retain his or her former title and benefits, and remain eligible for renewable one-year contracts. Should, however, the lecturer be denied promotion because of a serious dereliction of duty or infraction of university policy, the lecturer's contract, at the discretion of the Chair, will not be renewed once it has expired. It is furthermore understood, that if such problems arise at any time, irrespective of whether or not a lecturer is applying for promotion, the Chair may choose not to renew a lecturer's contract.

(3) Appeals Process:

As with tenure-track faculty it is imperative that if a lecturer's evaluation is negative, the lecturer has a defined path for appeal. Upon being informed of a negative evaluation, the Lecturer may respond in writing within ten days to the appropriate Provost. Copies of this appeal will be sent to the Department Chair and the appropriate Dean. The decision of the Provost will be conveyed to the lecturer, the Department Chair and the Dean within four weeks. If the Provost decides not to overturn the Dean's decision, the lecturer may make a final appeal to the University Academic Freedom and Tenure (AFT) Committee. Such an appeal must be made within ten days after receiving communication from the Provost. The decision of the AFT Committee is final.

### Faculty Senate Committee Appointments Needing Senate Approval

First	Last	Title	Dept	Committee	Date
Jennifer	Thacher	Associate Professor	Economics	Budget	10/06/2011
Mark	Childs	Associate Director	Architecture	Budget	11/04/2011
Chris	Wilson	Professor	School of Architecture & Planning	Budget	11/04/2011
Asal	Naseri	Research Asst Professor	Electrical Computer Engineering	Budget	11/03/2011
Katya	Crawford	Assistant Professor	SAAP Landscape Architure Program	Graduate	11/04/2011
Stephen	Lau	Assistant Professor	Mathematics Statistics	Research Policy	11/01/2011
Kristina	Yu	Assistant Professor	SAAP Landscape Architure Program	Undergraduate	11/04/2011

## Draft Proposed Change of Charge

### INFORMATION TECHNOLOGY USE COMMITTEE

The Information Technology Use Committee, in cooperation with UNM IT and other core technology providers, is advisory to the office of the Provost/Vice President for Academic Affairs on all matters relating to technology access. Through communication with the academic and administrative units, it represents the needs and concerns, particularly of the academic community, for computing resources and information technology needs. Its purview includes, but is not limited to, articulation of needs, advocacy of innovative and effective instructional technologies, active participation in planning, advice on IT budgets, recommendation for priorities and liaison with academic as well as administrative computer users. The Committee reports to the Faculty Senate through regular procedures and submits a yearly report to the Senate.

(Fifteen members of the faculty appointed by the Faculty Senate, including one member from the University Libraries; one member of the Research Policy Committee selected by the committee; two undergraduate and two graduate students appointed by the Associated Students of UNM (ASUNM) and the Graduate and Professional Student Association (GPSA) respectively. Ex-officio members shall include the Vice Provost for Research, the Provost/Vice President for Academic Affairs, and the Chief Information Officer. The chairperson is elected by the Committee.)

## Educational Retirement Board Scenario Resolution

The Faculty & Staff Benefits Committee (F&SBC) reviewed and analyzed the six possible plan design change scenarios being considered by the NM Educational Retirement Board (NMERB) as possible recommendations for the 2012 NM Legislative Session.

The F&SBC found Scenario #6 completely unacceptable and Scenario #3 unacceptable. The committee was of mixed opinion on the other four scenarios. Therefore, the F&SBC recommends to the Faculty Senate and the Staff Council that scenario #1, 2, 4 or 5 be proposed to the legislature to ensure ERB solvency.

The F&SBC vote on this recommendation was unanimous.

All staff & faculty are encouraged to pass their opinions on to the NMERB and most importantly to their legislators.

Hello:

I wish submit the following comment regarding the proposed policy 2680 "Payroll Overpayments and Collection".

As presented on the UNM web page ( <http://www.unm.edu/~ubppm/d2680.htm>) this policy seems oddly lopsided. It makes detailed provisions for identifying and recouping overpayments made to UNM employees of all types. However, there is no provision for identifying and correcting underpayments made to UNM employees of any type. Unless underpayments are treated in other policy this lopsided tone suggests to me that UNM is only concerned with errors that favor employees and sees no need to correct or identify errors that might harm employees. Assuming that we wish to maintain a fair and equitable workplace, I suggest that the policy be rewritten in a completely balanced manner giving equal treatment to all types of errors in payment - both those that favor and those that harm employees. I realize that the State Statue quoted in the draft policy may not recognize errors of under payment, but hopefully UNM is more enlightened.

Best Wishes,  
Howard L. Snell  
Professor and Curator  
Department of Biology &  
Museum of Southwestern Biology  
University of New Mexico

**Proposed Faculty Senate Resolution on Right  
to  
Free Speech and Assembly  
on  
UNM Campus  
To be considered November 22, 2011  
(Wood draft)**

Whereas the Occupy Wall Street movement is a non-violent movement against vast and increasing economic inequality, with its resulting threat to political democracy, that began in the United States on September 17, 2011 with an encampment in the financial district of New York City; and

Whereas (un)Occupy Albuquerque began its non-violent, peaceful assembly of students and community members at the University of New Mexico campus in solidarity with the Occupy Wall Street and We Are The 99% movement on October 1, 2011; and

Whereas, (Un)Occupy Albuquerque has complied with UNM requests to reapply for appropriate permits; and

Whereas, the protesters have complied with restrictions imposed by UNM concerning the permissible hours for protest activities at Yale Park; and

Whereas, universities have historically been vibrant public spaces for political debate, civil protest, and intellectual discourse; and

Whereas, (Un)Occupy Albuquerque consists in part of individuals from the UNM student body; and

Whereas, for democratic life to thrive and for society to flourish, political and intellectual dialogue must be forever protected and cultivated;

Now therefore be it resolved that the UNM Faculty Senate affirms the right of (Un)Occupy Albuquerque to peaceful assembly and protest, and supports the continuation of its activities on university grounds, to be limited to the minimum extent necessary for reasonable provision for the safety and security of protest participants and members of the University and wider communities; and

Let it be further resolved that the UNM Faculty Senate calls upon the University administrative leadership and Board of Regents to take all steps necessary to assure that the University permanently retains a campus climate conducive to vigorous intellectual and political dialogue and non-violent protest.