

Faculty Senate Policy Committee
Meeting Agenda, Scholes Hall Room 101, February 5, 2020, 10:00 – 2:00pm

1. Approval of the agenda
2. Approval of the meeting notes from previous meeting

Updates

1. Committee membership and meeting Schedule
2. Update on **D170** “Student Attendance”; **D175** “Undergraduate Student Conduct and Grievance Policy”; **and D176** “Graduate and Professional Student Conduct and Grievance Policy”
3. Section B Taskforce
4. Update on memo to remove C05 and move policies related to AF&T to Section B

Agenda Topics

Consent Agenda Topics: None

Action Items

Discussion Items

1. Faculty Senate Bylaws, Council, Committee Charges; Review drafts and discuss process for appointing a taskforce. **pg. 1**
2. C230 “Military Leave of Absence” **pg. 72**
3. Consensual Relationships Policy—Continue discussions
4. Policy Impact from Union Negotiations
5. Alignment of UNM policies and Approvals of Policies in the *Faculty Handbook* **pg. 76**
6. Policy Outreach; Policy Summit
7. Work Status Table **pg. 77**

Memorandum

Date: January 30, 2020

To: Faculty Senate Policy Committee

From: Carol Stephens, Professional Consultant

Re: Status of Draft Revisions of FS Bylaws and Council and Committee Charges

A60 Faculty Senate Bylaws 12/1/19--the attached draft includes proposed changes from the Faculty Senate President. It also includes proposed language for establishing taskforces. This proposed taskforce wording (Section III B, Page 7) has not been reviewed by the Faculty Senate President. The intent is for the Policy Committee to review it and make suggestions which would then go to the FS President and Operations.

Policy A61 "Academic Council" Charlie Steen's email of 12/6/19 indicates no changes required. Since the draft shows deletion of the Undergraduate Committee, I assume this confirms that the Undergraduate Committee is going away.

A61.1 "Admissions and Registration Committee" There is no mention of this policy in Charlie Steen's email of 12/6/19, but when the email was forwarded by Rick Holmes on 12/6/19, the body contained the following: "Academic Council and A&R" with no further info included. Not sure if this means there are also no changes to A61.1 "Admissions and Registration Committee."

Policy A61.2 "Curricula Committee" The draft received 1/17/20 shows one change (by Christine on 12/5/19) which has been made. However, in the Procedures section of the draft indicates review by the Faculty Senate Undergraduate Committee in two places. Since there is an understanding that the Undergraduate Committee is going away, should this be replaced with the Graduate and Professional Committee.

A61.3 "Senate Graduate and Professional Committee (SGPC)" The latest draft includes the changes requested by Robben Brown (and approved by the SGPC) in her email dated 11/11/19 and matches the draft sent on 1/17/20.

A61.4 "Teaching Enhancement Committee" I've made the changes requested by Aeron in her 11/18/19 email which matched the document sent on 1/17/20. There is one outstanding question:

The charge discusses the Teaching Allocations Subcommittee. Do we need a charge for that subcommittee? I ask because there is a charge for the Honorary Degree Subcommittee.

A62 "Athletic Council" Draft includes changes requested by Michael Rocca 12/16/19 with one clarification from Mary Dorado 1/10/20. Matches draft sent 1/17/20.

A63.5 "Information Technology Committee" Latest draft includes changes requested by IT Committee Minutes 10/28/19 received via email from Felisha 11/6/19. These are the same minutes sent 1/17/20.

A65.2 “Research Allocations Committee” On 1/17/20, the following response from the Committee, objected to the 3-year terms.

“This is in response to the Memo addressed to the Chair of the Research Allocations Committee (RAC) on October 11, 2019. The RAC discussed the extension of membership term to three years from the existing two-year terms. The RAC members were generally apprehensive about the proposed extension. All the RAC members are engaged in active research and creative works. Members expressed concern that an extension of the term would preclude them applying for RAC funding. To allay those concerns, members would like to maintain the existing two-year terms with a possibility of two extensions. Thus, the tenure of any RAC member could extend to a total of six years, which is in alignment with the Policy/Operations Committee’s recommendation. Members of the RAC believe that extended membership will lead to entrenchment and group-think, which could hamper an independent and unbiased review process that is paramount to the success of the RAC. A query raised by the RAC members during the meeting was whether the proposed extensions would apply to the current members. The members hope that any changes shall apply only to the newly recruited members or that the current RAC members be given an option to step-down if conflicts arise due to time commitment or any other reasons thereof.”

The Committee objects to the 3-year terms. Upon a decision by the Operations Committee the draft will reflect that decision.

No responses have been received for the following proposed revisions:

- A61.2.1 Honorary Degree
- A63 Business Council
- A63.1 Budget
- A63.2 Campus Development Advisory
- A63.3 Faculty Staff Benefits
- A63.4 Government Relations
- A64 HSC Council
- A65 Research and Creative Works Council
- A65.1 Library Committee
- A65.3 Research Policy Committee
- A65.4 University Press

A60: Faculty Senate Bylaws

(Revised due to Faculty Senate Restructure)

Approved By: Faculty Senate

Effective Date: **Draft 12/1/19**

Responsible Faculty Committee: Operations Committee

Office Responsible for Administration: Office of the University Secretary

Legend: **Red text** is from Special Rules approved by Faculty Senate in 2015, and the original 2012 proposal. **Blue text** are suggested changes or additions to the information provided by the Special Rules and are recent updates since 5/5/17 per Faculty Senate website. **Purple text** recent changes recommended.

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

POLICY RATIONALE

The authority and duties of the [University of New Mexico \(UNM\)](#) Faculty Senate derive from the Faculty Constitution ([A51](#)), Section 6.

POLICY STATEMENT

I. Faculty Senate Structure

A. Officers and Operations Committee Members

1. The Faculty Senate shall elect the following officers and representatives annually.

- (a) President
- (b) President-elect
- (c) Four (4) members of the Faculty Senate Operations Committee

2. The Operations Committee will also include the immediate Past President of the Faculty Senate, whether or not the Past-President he or she is a member of the Faculty Senate. The Operations Committee will always include seven (7) faculty members, so that if the President and President-Elect are the same person, (i.e., when the President-Elect runs for a second term and is elected, or if the Past President and President are the same person, (i.e., during the second term of a two-year term as President), then five (5) members of the Operations Committee shall be elected.

3. Duties of Officers

- (a) The President shall have the following duties:
 - (1) Serve as chairperson of the Faculty Senate and the Operations Committee.

- (2) Represent the Faculty before the Regents, administration and other groups by attending requisite functions and committee meetings.
- (3) Appoint ad-hoc committees as necessary to conduct Faculty Senate business.

(b) The President-elect shall have the following duties:

- (1) Serve on the Operations Committee
- (2) Perform the duties of the President in the absence of the President.
- (3) Assist the President in representing the faculty before the Administration, the Regents, and other groups.
- (4) Oversee Faculty Senate committee appointments.

4. Election of Officers and Operations Committee Members

(a) The election of the President and Operations Committee members shall be conducted annually at a special meeting of the incoming Faculty Senate held at the close of the spring term of the preceding academic year. Alternatively, at the discretion of the President, this election may be conducted electronically.

(b) The election shall be chaired by the outgoing President of the Faculty Senate.

(c) The new officers and Operations Committee members shall take office on July 1 of the year of their election.

(d) Nominations and self-nominations for President, President-Elect, and Operations Committee may be made by incoming senators at a regular Faculty Senate meeting or electronically to the University Secretary's office, which will verify the senator's willingness to serve.

(e) Among the five (5) voting members of the Operations Committee, at least four (4) colleges must be represented.

Question: Seems a little confusing. Does this mean the President and President-elect are not voting members of the Operations Committee? I think this needs to be clarified either way.

(f) If the President or President-Elect does not complete his or her term of office, the Operations Committee will arrange for the Faculty Senate to elect a replacement at the earliest opportunity.

(g) If a member of the Operations Committee does not complete the his-or-her term of office, the Operations Committee will either find a replacement from the un-elected candidates from the most recent Operations Committee election (taking the unelected candidate with the most votes from an eligible college) or, if this is not possible, arrange for a new election of a replacement by the Faculty Senate.

B. Faculty Senate Operations Committee

1. Membership

- (a) The President, President-elect, Past President and four (4) voting members of the Faculty Senate elected by the Faculty Senate.
- (b) The President of the Faculty Senate shall serve as chairperson of the Faculty Senate Operations Committee.
- (c) The immediate past president of the Faculty Senate, whether or not the [individual he/she](#) is a member of the Faculty Senate, shall be an ex-officio voting member of the Operations Committee.

2. Duties

- (a) Perform basic administrative functions to facilitate the work of the Faculty Senate and Faculty Senate [councils and](#) committees.
- (b) Establish priorities and set [agendas](#) for Faculty Senate meetings.
- (c) Transmit to the Faculty Senate with recommendations as to adoption of all reports, recommendations and proposals received from Faculty Senate committees. In performing this function, the Operations Committee shall not change committee recommendations or proposals without the approval of the originating committee. It may refer a recommendation back to the committee for further study or it may present its own recommendations to the Faculty Senate together with those of the originating committee.
- (d) Coordinate the activities of all Faculty Senate committees.
- (e) Study Faculty Senate procedures and structure and make recommendations for their improvement.
- (f) Recommend to the Faculty Senate changes in the committee structure in keeping with Article I, Section 6 (g) of the Faculty Constitution.
- (g) Coordinate the work of Faculty Senate [councils and](#) committees and the administration by forwarding relevant [council and](#) committee reports and recommendations to the appropriate group or individual for additional consideration and comment.
- (h) Function as a committee on committees. (Recommend to the Faculty Senate the appointment of committee members and chairpersons.)
- (i) Assist the President and President-Elect in representing the faculty before the administration and Regents, on an as needed basis.

(j) Serve as liaisons with the branch community colleges, with an individual Operations Committee member assigned to each branch community college.

(k) Coordinate work of the Councils, with an individual Operations Committee member assigned to each Council.

C. Faculty Senate Councils

There are five Faculty Senate councils: Academic Council, Athletic Council, Business Council, Health Sciences Council, and Research and Creative Works Council. Councils have authority over matters that cannot easily or fully be handled by a single existing Faculty Senate committee of the respective council. Council recommendations shall be reviewed by the Faculty Senate Operations Committee and are subject to ratification by the Faculty Senate. The Committees appointed to each Council are defined in the respective Council Charge Policy which is subject to approval by the Faculty Senate. The Council Charge Policy also delineates how the Council Chair is selected and any ex-officio non-voting members. The Faculty Senate Operations Committee has the authority to appoint interim council chairs (subject to approval by the Faculty Senate) if the council members are unable to elect them by July 1, or if vacancies occur during the term.

In addition to the ex-officio members of the Faculty Senate listed in Section 6(b) of the Faculty Constitution, the council chairs shall be ex-officio, non-voting members of the Faculty Senate. The council chairs will meet regularly with the Operations Committee, but no less than once each semester.

D. Policy Committee

The Policy Committee is responsible for policy related matters and reports directly to the Operations Committee. The Policy Committee membership and responsibilities are delineated in the Policy Committee Charge Policy which is subject to approval by the Faculty Senate.

E. Ethics Advisory Committee

The Ethics Advisory Committee is responsible for ethics related matters and reports directly to the Operations Committee. The Ethics Committee membership and responsibilities are delineated in the Ethics Committee Charge Policy which is subject to approval by the Faculty Senate.

F. Other Faculty Senate Committees and Representation

~~(See Section III for membership and duties)~~

1. Standing Committees of the Faculty Senate. All standing committees are responsible to the Faculty Senate, report to the Faculty Senate Operations Committee, and have their faculty membership appointed by the Faculty Senate.

In its capacity as a committee on committees, the Operations Committee can make recommendations to the Faculty Senate to add a new standing committee, combine existing

standing committees, or eliminate an existing committee. Such action requires approval by the Faculty Senate. Committee charge policies will be revised to reflect such changes and must be approved by the Faculty Senate and published in the *Faculty Handbook*. Standing committee charges are listed in the Related Documents Section of this Policy.

~~As of the effective date of these bylaws, the standing committees are:~~

- ~~(a) Admissions and Registration Committee~~
- ~~(b) Athletic Council~~
- ~~(c) Bachelor of University Studies Faculty Advisory Committee~~
- ~~(b) (d) Budget Committee~~
- ~~(c) Campus Development Advisory Committee~~
- ~~(d) (f) Curricula Committee~~
- ~~(e) (g) Faculty Ethics and Advisory Committee~~
- ~~(f) (h) Faculty and Staff Benefits Committee~~
- ~~(g) Governmental Relations Committee~~
- ~~(h) (i) Graduate and Professional Committee (members appointed by Colleges/Schools)~~
- ~~(i) Honorary Degree~~
- ~~(j) (e) Computer Information Technology Use Committee~~
- ~~(k) Intellectual Property Committee~~
- ~~(j) Library Committee~~
- ~~(k) Policy Committee~~
- ~~(l) Research Allocations Committee~~
- ~~(m) Research Policy Committee~~
- ~~(o) Scholarship Committee~~
- ~~(n) Teaching Enhancement Committee~~
- ~~(q) Undergraduate Committee~~
- ~~University Honors Council~~
- ~~(o) (s) University Press Committee~~

2. Administrative Committees with faculty representatives appointed by the Faculty Senate. Faculty members on this these Committees shall make periodic reports to the Faculty Senate whenever such reports are considered appropriate by them and/or when requested to do so by the Operations Committee.

- ~~(a) Campus Development Advisory Committee~~

3. Student committees with faculty representatives appointed by the Faculty Senate. Faculty members on these Committees shall make periodic reports to the Faculty Senate whenever such reports are considered appropriate by them and/or when requested to do so by the Operations Committee.

- ~~(a) International Affairs Committee~~
- ~~(b) Student Union Board~~
- ~~(c) Student Conduct~~
- ~~(d) Student Publications Board~~

II. Faculty Senate Operating Policies

In accordance with the Faculty Constitution, the Faculty Senate serves as the agent of the University Faculty and exercises all authority by way of delegation. Therefore, Faculty Senate action shall become effective after one month unless the UNM President receives a valid petition from UNM faculty within this period. If a valid petition is received, action will be taken in accordance with the Faculty Constitution.

A. Committees

1. In its capacity as a committee on committees, the Operations Committee shall make recommendations to the Faculty Senate for all committee appointments (including committee chairpersons) that are the responsibility of the Faculty Senate. These appointments shall be voted on by the Faculty Senate.
2. All members of the University voting faculty are eligible for appointment to standing faculty committees or as faculty representatives on administrative and student committees. Appointments shall be determined by the Faculty Senate upon recommendation of the Operations Committee.
3. During the Spring Semester of each year, all faculty shall be asked to rank the various committees according to their preference for membership on those committees. The Operations Committee shall recommend appointments to committees based as feasible upon the stated preferences of faculty members.
4. Senators are encouraged to serve on [a University Faculty Senate](#) Committee and will be given priority consideration in appointments to committees.
5. Initial committee appointments will normally be effective on July 1 of the year of the appointment. Replacement appointments will be effective when approved by the Faculty Senate.
6. When it is desirable, in the judgment of the Operations Committee and the current Committee chair, if there is one, for a committee appointment to begin as soon as possible, the Operations Committee may make such an appointment on a provisional basis, pending approval by the Faculty Senate at its next meeting.
7. Administrative officers (vice presidents and college deans) shall not serve as Faculty Senate appointed committee members.

B. Absenteeism

1. Given the importance of ensuring active participation of all Senators and representation of all parts of UNM ~~the university~~, if a Senator misses two Faculty Senate meetings in a given semester, the President shall consult with the Senator concerning attendance and may, after consultation with the Operations Committee, declare the seat vacant.
2. If a Committee member of any Faculty Senate Committee misses two meetings in a given semester, the Chair of the Committee should consult with that person and may recommend to the Operations Committee that the seat be declared vacant and the person replaced.

III. Committee Membership and Duties

A. The duties and composition of councils and committees will be delineated in Council and Committee Charge policies approved by the Faculty Senate and published ~~presently listed~~ in the *Faculty Handbook*. ~~will remain as stated.~~

B. For specific Committee tasks that would benefit from the inclusion of other faculty, administrators, staff, and students, a Committee may appoint a taskforce. The taskforce is a temporary group appointed for the purpose of accomplishing a definite objective. The taskforce will be chaired by a member of the Committee that appointed the taskforce. To ensure faculty are adequately represented in the taskforce work, at least 50 % of the taskforce members must be faculty. The Committee will submit a Taskforce Charge and membership list to the Operations Committee for approval.

~~B. For committees not presently listed in the *Faculty Handbook*, the composition will be determined by the Operations Committee.~~

APPLICABILITY

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

DEFINITIONS

No specific definitions are required for the Policy Statement.

Revisions to the remaining sections of this document may be amended with the approval of the Faculty Senate Policy and Operations Committee in consultation with the responsible Faculty Senate Committee listed in Policy Heading.

WHO SHOULD READ THIS POLICY

- Faculty
- Department Chairs
- Academic deans and other academic administrators and executives

RELATED DOCUMENTS

UNM Regents' Policy Manual, **Policy 1.7 "Advisors to the Board of Regents"**

Faculty Handbook:

Policy A51 "Faculty Constitution"

Policy A53 "Development and Approval of Faculty Policies"

Policy A60.1 "Faculty Senate Councils and Committees"

Policy A61 "Academic Council"

Policy A61.1 "Admissions and Registration Committee"

Policy A61.2 "Curricula Committee"

Policy A61.3 "Graduate/Professional Committee"

Policy A61.3.1 "Honorary Degree Subcommittee"

Policy A61.4 "Teaching Enhancement Committee"

Policy A62 "Athletic Council"

- [Policy A63](#) “Business Council”
[Policy A63.1](#) “Budget Committee”
[Policy A63.2](#) “Campus Development Advisory Committee”
[Policy A63.3](#) “Faculty and Staff Benefits Committee”
[Policy A63.4](#) “Governmental Relations Committee”
[Policy A63.5](#) “Information Technology Use Committee”
[Policy A64](#) “Health Sciences Center Council”
[Policy A65](#) “Research and Creative Works Council”
[Policy A65.1](#) “Library Committee”
[Policy A65.2](#) “Research Allocations Committee”
[Policy A65.3](#) “Research Policy Committee”
[Policy A65.4](#) “University Press Committee”
[Policy A66](#) “Policy Committee”
[Policy A67](#) “Faculty Ethics and Advisory Committee”

CONTACTS

[Direct any questions about this policy to the Office of the University Secretary.](#)

PROCEDURES

1. Each speaker is limited to five (5) minutes each time when speaking to an issue.
2. The Faculty Senate shall normally meet the fourth Tuesday of every month at 3:00 p.m. Additional meetings may be scheduled by the Operations Committee as needed.
3. The President of the Faculty Senate shall have the right to vote as a member of the body on each motion before the Faculty Senate.
4. A quorum shall consist of 40 percent of the Faculty Senate membership.
5. Faculty Senate meetings shall be conducted in accordance with the Roberts Rules of Order.

[6. In accordance with the Faculty Constitution, all actions of the Faculty Senate shall be reported in writing to the Voting Faculty regularly and within ten \(10\) working days of such action. Additionally, the approved minutes of the Faculty Senate shall be distributed to the University Faculty within three working days after the meeting at which they are approved.](#)

DRAFT HISTORY

[August 7, 2019 –revised draft to reflect changes recommended by the Operations Committee](#)
March 24, 2019 –revised draft to reflect deleted committees
February 12, 2018—Draft updated for Policy Committee review.
January 30, 2018—Draft updated recent updates since 5/5/17 per Faculty Senate website.
May 7, 2017--Draft revised based on meeting with Operations Committee.
February 3, 2016—Revised draft to add restructure dealing with Councils.

HISTORY

Special Rules of Order Governing the Reorganization of the Faculty Senate were approved by the Faculty Senate. These special rules of order modify the Faculty Senate Bylaws for a period of two years beginning July 1, 2012 and ending June 30, 2014, for the purpose of reorganizing the Faculty Senate structure. The sections dealing with Faculty Senate Councils and Council chairs were added to the bylaws on a two-year, pilot basis. The rules will be extended until June 30, 2015.

April 27, 2004—Amended
October 28, 2003—Amended
August 27, 2002—Amended
March 27, 2001—Amended
April 28, 1998—Amended
November 1993—April 1990 amendment was rescinded
May 11, 1993—Amended
April 1990—Amended
May 9, 1989—Amended
March 31, 1981—Approved

A60.1: Faculty Senate Councils and Committees

(New Policy due to Faculty Senate Restructure)

Approved By: Faculty Senate

Approved: **Draft 1/28/20**

Responsible Faculty Committee: Operations Committee

Office Responsible for Administration: Office of University Secretary

Legend: **Red text** is from Special Rules approved by Faculty Senate in 2015, and the original 2012 proposal. **Blue text** are suggested changes or additions to the information provided by the Special Rules. **Purple text** are recent updates since 5/5/17 per Faculty Senate website.

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

POLICY RATIONALE

The Faculty Senate organizational structure which includes councils and committees is designed to enable the Faculty Senate to meet the needs of the faculty, administration, and the University of New Mexico (UNM) in a flexible and responsive manner.

POLICY STATEMENT

The purpose of Faculty Senate councils and committees is to steer, clear, and prepare business for full Senate deliberations. The council structure is designed to provide leadership to and coordination of efforts for Faculty Senate committees that deal with similar issues. The Faculty Senate council and committee structure is shown below:

Academic Council

- Admissions and Registration Committee
- Curricula Committee
- Senate Graduate and Professional Committee
- ~~Honorary Degree Committee~~
- Teaching Enhancement Committee
- ~~Undergraduate Committee~~

Athletic Council

Business Council

- Budget Committee
- Campus Development Advisory Committee
- Faculty and Staff Benefits Committee
- Governmental Relations Committee

- [Information Technology Use Committee](#)

[Health Sciences Center Council](#)

[Research and Creative Works Council](#)

- [Honorary Degree Committee](#)
- [Library Committee](#)
- [Research Allocations Committee](#)
- [Research Policy Committee](#)
- [University Press Committee](#)

[Policy Committee](#)

[Faculty Ethics and Advisory Committee \(Ombuds\)](#)

[Faculty Misconduct Review Committee](#)

APPLICABILITY

[All UNM faculty, including the Health Sciences Center and Branch Community Colleges.](#)

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](#) "Academic Council"

[Policy A61.1](#) "Admissions and Registration Committee"

[Policy A61.2](#) "Curricula Committee"

[Policy A61.3](#) "Senate Graduate and Professional Committee (SGPC)"

[Policy A61.3.1](#) "Honorary Degree Committee"

- [Policy A61.4](#) "Teaching Enhancement Committee"
- [Policy A62](#) "Athletic Council"
- [Policy A63](#) "Business Council"
- [Policy A63.1](#) "Budget Committee"
- [Policy A63.2](#) "Campus Development Advisory Committee"
- [Policy A63.3](#) "Faculty and Staff Benefits Committee"
- [Policy A63.4](#) "Governmental Relations Committee"
- [Policy A63.5](#) "Information Technology Use Committee"
- [Policy A64](#) "Health Sciences Center Council"
- [Policy A65](#) "Research and Creative Works Council"
- [Policy A65.1](#) "Library Committee"
- [Policy A65.2](#) "Research Allocations Committee"
- [Policy A65.3](#) "Research Policy Committee"
- [Policy A65.4](#) "University Press Committee"
- [Policy A66](#) "Policy Committee"
- [Policy A67](#) "Faculty Ethics and Advisory Committee"

CONTACTS

[Direct any questions about this policy to Office of the University Secretary.](#)

PROCEDURES

[Faculty Senate councils and committees will schedule regular meetings. Council chairs will meet regularly with the Operations Committee, but no less than once each semester.](#)

DRAFT HISTORY

[January 28, 2020 – draft updated to reflect changes from Operations.](#)

March 24, 2019 –draft updated to reflect deleted committee and title changes.

January 30, 2018—Draft updated recent updates since 5/5/17 per Faculty Senate website.

May 7, 2017 –Draft new policy to address changes to Policy A60 "Faculty Senate Bylaws" resulting from reorganization of the Faculty Senate.

March 2014 –Special Rules Revised by the Faculty Senate

March 2013—Interim Restructure Document Approved by the Faculty Senate

HISTORY

A61: Academic Council

(New Policy due to Faculty Senate Restructure)

Approved By: Faculty Senate

Approved: **Draft 10/7/19**

Responsible Faculty Committee: Academic Council

Office Responsible for Administration: Office of University Secretary

Legend: **Red text** is from the Special Rules approved by Faculty Senate in 2015, the original 2012 proposal, and minor editorial changes from the Policy and Operations Committees. Black text reflects information in the Council Charge currently on the Faculty Senate Website with deleted information shown as ~~struck-out black text~~.

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

POLICY RATIONALE

The Academic Council is charged with oversight of the teaching and curricula of the University of New Mexico (UNM) including the undergraduate, graduate, and professional levels.

POLICY STATEMENT

The Academic Council has authority in academic matters that cannot easily or fully be handled by single existing Faculty Senate committees. Academic Council recommendations shall be reviewed by the Faculty Senate Operations committee and are subject to ratification by the Faculty Senate. Recommendations proposed by the Council will be taken to the Senate Operations Committee for deliberation and decisions.

The configuration of the Academic Council shall consist of the following Faculty Senate committees:

- Admissions and Registration Committee
- Faculty Senate Curricula Committee (FSCC)
- Senate Graduate and Professional Committee (SGPC)
- Teaching Enhancement Committee
- ~~Honorary Degree~~
- ~~Undergraduate Committee~~

Members of the Academic Council are the chairs of the committees **that compose** the Council. The Council Chair will be elected to a two-year term by a vote of the chairs of the committees in the Council. **Ex-official**, non-voting members of the Council are the Vice-Provost for Academic Affairs and the Vice President for Enrollment Management. ~~The configuration of the initial Academic~~

APPLICABILITY

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

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: Note: Committee Charges Policy numbers are being changed to align with their respective Council per the new Faculty Senate Restructure

Policy A51 “Faculty Constitution”

Policy A53 “Development and Approval of Faculty Policies”

Policy A60 “Faculty Senate Bylaws”

Policy A60.1 “Faculty Senate Councils and Committees” (under development)

Policy A61.1 “Admissions and Registration Committee”

Policy A61.2 “Faculty Senate Curricula Committee (FSCC)”

Policy A61.3 “Senate Graduate Professional Committee (SGPC)”

Policy A61.3.1 “Honorary Degree Subcommittee”

Policy A61.4 “Teaching Enhancement Committee”

CONTACTS

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

PROCEDURES

The Academic Council will schedule regular meetings. The Council Chair will meet regularly with the Operations Committee but no less than once each semester.

DRAFT HISTORY

[October 7, 2019 – Draft reflects minor editorial changes.](#)

March 12, 2019 – Draft reflects minor editorial changes.

September 12, 2018—Draft reflects combining curricula and undergraduate committees

January 30, 2018—Draft updated recent updates since 5/5/17 per Faculty Senate website.

May 4, 2017 –Draft new policy to address changes to Policy A60 “Faculty Senate Bylaws”

resulting from reorganization of the Faculty Senate.

March 2014 –Special Rules Revised by the Faculty Senate

March 2013—Interim Restructure Document Approved by the Faculty Senate

HISTORY

None—new policy.

A61.1 Admissions and Registration Committee

(Placed in new policy format and revised to address Council Structure)

Approved By: Faculty Senate

Approved: **Draft 10/7/19**

Responsible Faculty Committee: Admissions and Registration Committee

Office Responsible for Administration: Office of University Secretary

Legend: **Red text** is from the Special Rules approved by Faculty Senate in 2015, the original 2012 proposal, and minor editorial changes from the Policy and Operations Committees. Black text reflects information in Policy A61.1 “Admissions and Registration Committee” in the Faculty Handbook with deleted information shown as ~~struck-out black~~ text.

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

POLICY RATIONALE

The Admissions and Registration Committee is one of four (4) committees that comprise the Faculty Senate Academic Council, which provides leadership to and coordination of Faculty Senate Committee efforts that deal with academic issues.

POLICY STATEMENT

The Admissions and Registration Committee makes recommendations to the Faculty Senate for the establishment of policies and regulations governing admissions, registration, the grading system, university-wide academic regulations, transference and validation of credits, and university-wide graduation requirements. Additionally, the Committee monitors the implementation of these policies and regulations. Through subcommittees, the Committee rules on individual cases involving falsification of records, grade changes, petitions for waiver of university-wide graduation requirements and special admissions.

Committee membership includes:

- Ten (10) faculty members, including the chairperson, appointed by the Faculty Senate from at least four (4) colleges or schools on the Albuquerque campus and one from a branch community college campus;
- two (2) student members appointed by the Associated Students of UNM (ASUNM) and the Graduate and Professional Student Association (GPSA), respectively;
- the Director of Institutional Research;
- one (1) dean (or designated representative) of a college or school to be elected by the Council of Deans;
- the Dean of Students;

- the Vice Provost for Extended University and Dean of Continuing Education and Community Services;
- the Vice President for Student Affairs or designee;
- the Director of Undergraduate Admissions; and
- the Registrar.

The terms of office for faculty members shall be for three (3) ~~two (2)~~ years, set up on a staggered basis so that the terms of approximately one-third (1/3) of members will expire each year. ~~the terms of five (5) members will expire each year.~~ Student terms are usually one (1) year. The chairperson is elected by the Committee.

APPLICABILITY

All UNM faculty, including the Health Sciences Center and Branch Community Colleges. ~~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 A60.1](#) "Faculty Senate Councils and Committees"
- [Policy A61](#) "Academic Council"

CONTACTS

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

PROCEDURES

The Admission and Registration Committee will schedule regular meetings. The Committee Chair will report Committee recommendations through the Academic Council for consideration by the Faculty Senate.

DRAFT HISTORY

July 16, 2019 – Draft updated to include recommendation for 3-year terms.

March 12, 2019 – Draft updated to reflect Faculty Senate action.

January 30, 2018—Draft updated recent updates since 5/5/17 per Faculty Senate website.

May 8, 2017 –Minor revisions to and renumbering of the policy to address changes to Policy A60 “Faculty Senate Bylaws” resulting from reorganization of the Faculty Senate.

March 2014 –Special Rules Revised by the Faculty Senate

March 2013—Interim Restructure Document Approved by the Faculty Senate

HISTORY

A61.2~~7~~: Faculty Senate Curricula Committee (FSCC)

Approved By: Faculty Senate

Last Updated: **Draft 1/21/20**

Responsible Faculty Committee: Faculty Senate Curricula Committee

Office Responsible for Administration: Office of the University Secretary

Legend: **Red text** is from the Special Rules approved by Faculty Senate in 2015, the original 2012 proposal, and minor editorial changes from the Policy and Operations Committees. Black text reflects information in Policy A61.7 “Curricula Committee” in the Faculty Handbook with deleted information shown as ~~struck-out black text~~.

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

POLICY RATIONALE

The Faculty Senate Curricula Committee (FSCC) is one of four (4) committees that comprise the Faculty Senate Academic Council, which provides leadership to and coordination of Faculty Senate Committee efforts that deal with academic issues. The primary role of the FSCC Curricula Committee, in cooperation with the Senate Graduate and Professional Committee (SGPC) and the ~~Undergraduate Committee~~, is responsibility for maintaining and enhancing the quality of education and the curricula at the University of New Mexico (UNM), its branch ~~campuses~~ community colleges, and its graduate centers

POLICY STATEMENT

Faculty members will be appointed by the Faculty Senate or in the case of branch community colleges ~~campus~~ faculty who will be appointed by their respective faculty assemblies. The Curricula Committee shall consist of the following faculty members. One (1) faculty member from each of the branch community colleges ~~campuses~~; four (4) ~~three (3)~~ from Arts and Sciences, [one (1) from the humanities (including foreign languages), one (1) from the social and behavioral sciences, one (1) from the natural/physical sciences and math, one (1) at large,] and one (1) each from Architecture and Planning, Dental Hygiene Programs, Education, Engineering, Fine Arts, Honors College, University Libraries, Law, Management, Medicine, Nursing, Pharmacy, Population Health, two (2) students appointed by the Associated Students of UNM (ASUNM) and one (1) student appointed by the Graduate and Professional Student Association (GPSA), respectively. Ex-officio members shall include the Registrar, a Collection Development Librarian, a faculty administrator from the Office of Academic Affairs, the Director of University Advising, a faculty administrator from the Office of the Chancellor for HSC, Dean of Students, Associate Provost for Curriculum and Assessment, and one (1) representative from the SGPC ~~Graduate and Professional Committee~~.

The terms of office for faculty members shall be for three (3) years, set up on a staggered basis so that the terms of approximately one-third (1/3) of members will expire each year. Student terms are usually one (1) year.

The chairperson is elected by the Committee.

The functions of the Committee shall include, but not be limited to, all of the following.

1. Reviewing the recommendations of the SGPC ~~Senate Graduate Committee~~ concerning all proposals for major changes in programs (Form D ~~ε~~), including new degrees, new programs, new majors and minors, name changes, and substantive changes in existing programs, and transmitting them to the Faculty Senate for final approval.
2. Reviewing and making recommendations on all proposals for minor course changes (Form A), new courses (Form B), minor changes in existing programs (Form C), originating from students, departments, programs, divisions, schools, colleges of UNM ~~the University~~ and its branch community colleges and graduate centers, and Faculty Senate committees.
3. Participating ~~together~~ with members of the SGPC ~~Senate Graduate and Professional Committee and Undergraduate Committee~~ in periodic reviews of instructional units and programs.
4. Hearing curricular disputes and recommending means for their resolution.
5. Initiating occasional reviews of curricular offerings and policies at UNM.
6. Recommending to the Faculty Senate both programs and the application of curricular policies.
7. Overseeing the approval and ongoing assessment of the Core Curriculum in consultation with the Faculty Senate.

APPLICABILITY

All UNM faculty ~~units~~, including the Health Sciences Center and Branch Community Colleges.

DEFINITIONS

No specific definitions are required for the Policy Statement.

Revisions to the remaining sections of this document may be amended with the approval of the Faculty Senate Policy and Operations Committee in consultation with the responsible Faculty Senate Committee listed in Policy Heading.

WHO SHOULD READ THIS POLICY

- Academic chairs, directors, and deans

- Non-academic managers and directors
- Vice presidents and other executives

RELATED DOCUMENTS

Faculty Handbook: Note: Committee Charges Policy numbers are being changed to align with their respective Council per the new Faculty Senate Restructure

[Policy A51](#) “Faculty Constitution”

[Policy A53](#) “Development and Approval of Faculty Policies”

[Policy A60](#) “Faculty Senate Bylaws”

[Policy A60.1](#) “Faculty Senate Councils and Committees” (under development)

[Policy A61](#) “Academic Council” (under development)

[Policy A61.3](#) “Senate Graduate and Professional Committee”

[“Plan for Assessment of Courses in the UG General Education Core Curriculum Template”](#)

CONTACTS

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

PROCEDURES

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

1. Procedures for Adding Courses to the Core Curriculum

1.1 Documentation Required

Departments wishing to add courses to the UNM Core Curriculum must submit a Form C for each proposed new course. The Form C should be accompanied by the following material:

- Identification of the area into which the course will fit (writing/speaking, math, science, social/behavioral sciences, humanities, non-English language, fine arts.)
- Rationale for adding the course to the Core.
 - Justification for adding the course to the Core.
 - How will this course benefit UNM students?
 - Why does it belong in the UNM Core Curriculum?
 - Impact statement on the effect this addition may have upon other departments/courses currently in the Core.
 - Current and predicted enrollments for the next three (3) years.
 - Demonstrated example of “Annual Report on Assessment.”
- Budget/Faculty Load statement.
 - Budget impact statement.
 - Resources (faculty/facilities) that the department has for teaching the course.

- Memo from Dean or College Curriculum Committee regarding financial support for five (5) to ten (10) years.
- Student learning outcomes and proposed techniques to assess those outcomes. [See UNM Outcomes Assessment template "Plan for Assessment of Courses in the UG General Education Core Curriculum Template."
- Documentation of UNM and HED Core Competencies addressed. (Unless the courses are not applicable to HED standards, i.e. non-English language UNM Core).
- Complete syllabus and course schedule including time on topics and suggested text.

1.2 Approvals

- Approval by department's college curriculum committee/dean
- Review by the [SGPC](#) ~~Faculty Senate Undergraduate Committee~~
- Approval by Faculty Senate Curricula Committee
- Office of the Provost
- Vote by Faculty Senate
- HED's "New Mexico Common Core Curriculum Course Evaluation" form and New Mexico Common course number (NMCCN) if one exists
 - Provost's Office
- Provost's Office will inform Registrar's office of addition to the UNM Core

1.3 Timeline

- Departments must submit the Form C to Curriculum Workflow early in the fall semester.
- Faculty Senate Curriculum Committee must receive proposal by December 1 for the opportunity for inclusion in the upcoming course catalog.

2. Procedures for Deleting Courses from the Core Curriculum

2.1. Documentation Required

Departments wishing to delete courses to the UNM Core Curriculum must submit a Form C for each course to be deleted. The Form C should be accompanied by the following material:

- Identification of the area into which the course fits (Writing/Speaking, Math, Science, Social/Behavioral Sciences, Humanities, Non-English Language, Fine Arts.)
- Rationale for deleting the course from the Core.
 - Justification for deleting the course from the Core.
 - Impact statement on the effect this deletion may have upon other departments/courses currently in the Core.
 - Enrollment history for the previous three (3) years.
- Budget/Faculty Load statement.
 - Budget impact statement.

- Memo from Dean or College Curriculum Committee regarding support for removing this course from the Core.

2.2 Approval Procedures

- Approval by department's college curriculum committee/dean
- Review by the SGPC ~~Faculty Senate Undergraduate Committee~~
- Approval by Faculty Senate Curricula Committee
- Office of the Provost
- Vote by Faculty Senate
- HED's "New Mexico Common Core Curriculum Course Evaluation" form and New Mexico Common course number (NMCCN) if one exists.
 - Provost's Office
- Provost's Office will inform Registrar's office of deletion from the UNM Core.

2.3 Timeline

- Departments must submit the Form C to Curriculum Workflow early in the fall semester.
- Faculty Senate Curriculum Committee must receive proposal by December 1 for the deletion in the upcoming course catalog.

DRAFT HISTORY

January 21, 2020 – Draft updated to include changes from Curricula Committee and because there is no longer a FS Undergraduate Committee, change ~~Faculty Senate Undergraduate Committee~~ to SGPC

October 9, 2019 – Draft updated to include recommendation for 3-year terms.

March 12, 2019 – Draft updated to include minor changes

September 12, 2018 – Draft updated to combine Curricula and Undergraduate Committees

February 22, 2018—Draft updated recent updates since 5/5/17 per Faculty Senate website

May 12, 2017 –Minor revisions to and renumbering of the policy to address changes to Policy A60 "Faculty Senate Bylaws" resulting from reorganization of the Faculty Senate

March 2014 –Special Rules Revised by the Faculty Senate

March 2013—Interim Restructure Document Approved by the Faculty Senate

HISTORY

November 22, 2016 -- Revised draft approved by Faculty Senate

February 4, 2014 –Amended procedures approved by Faculty Senate Operations Committee

January 29, 2014 –Amended procedures approved by Faculty Senate Policy Committee

June 16, 2011 –Approved by UNM President

March 22, 2011 – Approved by Faculty Senate

A61.3 ^{A61.11} Senate Graduate and Professional Committee (SGPC)

(Placed in new policy format and revised to address Council Structure)

Approved By: Faculty Senate

Approved: **Draft 1/19/20**

Responsible Faculty Committee: Senate Graduate and Professional Committee

Office Responsible for Administration: Office of University Secretary

Legend: Orange text and shaded ~~strikeouts~~ are from 11/11/19 Robben Brown email. Purple text is from the draft approved by the SGPC 11/1/18. **Red text** is from the Special Rules approved by Faculty Senate in 2015, the original 2012 proposal, and minor editorial changes from the Policy and Operations Committees. Black text reflects information in Policy A61.11 “Graduate Committee” in the *Faculty Handbook* with deleted information shown as ~~struck-out~~ black text. Blue text reflects edit changes to add professional where in a few places where it appeared to be missing.

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

POLICY RATIONALE

The Senate Graduate and Professional Committee (SGPC) is one of four (4) committees that comprise the Faculty Senate Academic Council, which provides leadership to and coordination of Faculty Senate Committee efforts that deal with academic issues.

POLICY STATEMENT

The SGPC, in consultation with College (School or Division) Graduate/Professional Committees, the Dean of Graduate Studies and the ~~Executive Vice President~~ Chancellor for Health Sciences is responsible for maintaining and enhancing the quality of graduate/professional education ~~in~~ at the University of New Mexico (UNM) and its graduate/professional centers by:

- (1) making recommendations on proposals for major changes in graduate/professional programs (Forms C and D), including new degrees and certificates, new programs, new majors and minors and concentrations, name changes, substantive changes in existing programs and suspensions or abolition of degrees or programs, and transmitting them to the Faculty Senate Curricula Committee (FSCC);
- (2) participating, together with members of the FSCC and ~~Undergraduate Committee~~, in periodic reviews of instructional units and programs;

(3) providing feedback to graduate/professional programs throughout the Academic Program Review process;

~~(3) ascertaining the degree to which modifications recommended by the reviews of academic units and programs have been implemented, identifying obstacles to making such modifications, and determining how such obstacles might be surmounted;~~

(4) supporting coordination in ~~coordinating and~~ monitoring and providing feedback on graduate/professional academic experiences activities throughout UNM; ~~the University;~~

(5) presenting to the Faculty Senate recommendations concerning general policies for graduate/professional education, including the creation, suspension and termination of graduate/professional degrees and programs;

(6) recommending to the Faculty Senate the granting of graduate, professional and honorary degrees; and

(7) hearing and resolving disputes involving policy or quality control issues pertaining to University-wide regulations and standards for graduate and professional students and graduate and professional education following procedures as will be found in appropriate sections of the *Faculty Handbook* and the *UNM Catalog*.

The membership shall consist of ~~fourteen (14) fifteen (15)~~ faculty and one (1) student: one (1) faculty member selected by each of the following College/School/Division Graduate/Professional Committees from its membership: Architecture and Planning, Education, Engineering, Fine Arts, Law, Management, Medical Sciences, Nursing, Pharmacy, Population Health, ~~Public Administration~~; the University Libraries and Learning Sciences, three (3) faculty members selected from its Graduate Committee membership by the College of Arts and Sciences, one (1) representing each of the (3) three divisions within the college [sciences, social sciences, humanities]. One member each from the ~~University Libraries, University College, and the~~ Graduate and Professional Student Association. The Dean, Associate and Assistant Deans of Graduate Studies, the University Registrar, ~~the Vice Provost for Extended University~~ the Extended Learning Administrator, the Center for Teaching & Learning Administrator, and the Provost or his/her designee shall be non-voting ex-officio members.)

The selection of faculty members is made in the spring semester of the preceding year. ~~and is for a two-year term.~~ The terms of office for faculty members shall be for three (3) years, set up on a staggered basis so that the terms of approximately one-third (1/3) of members will expire each year. Student terms are usually one (1) year. ~~The terms are staggered so that Architecture & Planning, Engineering, Law, Management, Nursing, Pharmacy, University College, and one member from Arts & Sciences are chosen in odd-numbered years while Education, Fine Arts, Medical Sciences, Public Administration, University Libraries, and the other two members from Arts & Sciences are chosen in even-numbered years. The GPSA representative is chosen for a one-year term. All representatives will serve no more than~~ two (2) ~~three (3)~~ consecutive terms.

Late in the spring semester ~~of each odd-numbered year~~, the committee membership elects a chair-elect who assumes the chair the fall semester ~~of the next even numbered year~~. The chair serves a ~~two~~ three-year term, but does not represent his/her College (School or Division).

Rather the College (School or Division) Graduate/[Professional](#) Committee whose representative assumes the chair will choose a new representative to serve out the chair's term or begin a new ~~two~~ [three](#)-year term, as appropriate.

[The Honorary Degree Committee is a subcommittee of the SGPC Senate Graduate Committee \(Refer to A61.3.1 for the subcommittee charge.\)](#)

Charge to College Graduate/[Professional](#) Committees

1. Within the college/school/or division, the graduate/professional committee, in consultation with the dean or director of that unit, supervises and coordinates graduate/professional activity and maintains UNM's policies regarding graduate/professional affairs and recommends to the college/school/or division faculty supplementary policies appropriate to the unit in question, as well as recommending to the [SGPC Senate Graduate and Professional Committee](#) whatever revisions in basic UNM policy it deems necessary to maintain and improve the quality of graduate/professional education.
2. Within the policies established by the Faculty Senate, the SGPC, and the faculty of the college/school/or division, the committee in consultation with the dean or director of the college/school/or division shall be responsible for: (a) endorsement of new courses and programs at the graduate/professional level; (b) approval of regular full-time graduate/[professional](#) faculty for courses receiving graduate/[professional](#) credits; (c) endorsement of standards for appointment of graduate/[professional](#), teaching, research and project assistants; (d) receiving and processing petitions on behalf of individual graduate/professional students dealing with changes in programs, requirements related to that graduate/professional unit, or any other appeal of an academic nature; and, (e) maintenance of quality control processes including admission of students to graduate/professional programs, endorsement of the membership of examination committees, dissertation committees and program of studies committees. Final approval (except 2b) rests with the SGPC in conjunction with the Dean of Graduate Studies or appropriate Professional Program equivalent as noted above in the charge to the [SGPC Senate Graduate and Professional Committee](#).
3. The graduate/professional committee of each college/school/or division in consultation with its dean or director and acting within the general faculty policies of that unit shall recommend to the SGPC the internal arrangement and procedures deemed most appropriate to the implementation of 1 and 2 above. Approval of the implementation proposals from each college/school/or division rests with the SGPC acting in consultation with the Dean of Graduate Studies or appropriate Professional Program equivalent.

APPLICABILITY

[All UNM faculty, including the Health Sciences Center.](#) ~~and Branch Community Colleges.~~

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: Note: Committee Charges Policy numbers are being changed to align with their respective Council per the new Faculty Senate Restructure

[Policy A51](#) “Faculty Constitution”

[Policy A53](#) “Development and Approval of Faculty Policies”

[Policy A60](#) “Faculty Senate Bylaws”

[Policy A60.1](#) “Faculty Senate Councils and Committees”

[Policy A61](#) “Academic Council”

[Policy A61.3.1](#) “Honorary Degree Committee”

CONTACTS

[Direct any questions about this policy to Office of the University Secretary.](#)

PROCEDURES

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

DRAFT HISTORY

[1/19/20 – Draft updated to include changes per 11/11/19 R. Brown email](#)

October 30, 2019 – Draft updated to include changes requested by the SCPC Nov 1, 2018.

October 9, 2019 – Draft updated to include recommendation for 3-year terms.

March 12, 2019 –Draft updated to reflect recent Faculty Senate Action

January 30, 2018—Draft updated recent updates since 5/5/17 per Faculty Senate website.

May 8, 2017 –Minor revisions to and renumbering of the policy to address changes to Policy A60 “Faculty Senate Bylaws” resulting from reorganization of the Faculty Senate.

March 2014 –Special Rules Revised by the Faculty Senate

March 2013—Interim Restructure Document Approved by the Faculty Senate

HISTORY

A61.3.1 ^{A61.12} Honorary Degree Sub-Committee

Approved By: Faculty Senate

Last Updated: November 22, 2011 **Draft 10/9/19**

Responsible Faculty Committee: Senate Graduate and Professional Committee

Office Responsible for Administration: Office of the University Secretary

Legend: **Red text** is from the Special Rules approved by Faculty Senate in 2015, the original 2012 proposal, and minor editorial changes from the Policy and Operations Committees. Black text reflects information in Policy A61.12 "Honorary Degree Committee" in the *Faculty Handbook* with deleted information shown as ~~struck-out black text~~.

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

POLICY RATIONALE

The Honorary Degree Subcommittee is a subcommittee of the Senate Graduate and Professional Committee (SGPC).

POLICY STATEMENT

Early in each academic year, the Honorary Degree Subcommittee makes nominations for the awarding of honorary degrees in accordance with ~~the policy provided below~~ Regents' Policy (RPM) 1.6 "Special Recognition and Awards." Further information on awarding honorary degrees and other types of special recognition can be obtained from RPM 1.6. "Special Recognition and Awards." ~~Section 1.6, Regents' Policy Manual.~~

Membership: Two (2) members appointed by the President of the Board of Regents; two (2) members of the general faculty appointed by the Faculty Senate (~~three- two~~-year terms) two (2) members of the general faculty appointed by the SGPC (~~three- two~~-year terms) the UNM President and the President of the Graduate and Professional Student Association (GPSA). Additionally, the President of the Board of Regents and the Secretary of the University shall be ex-officio members, the Secretary to serve as Secretary of the Committee. The Committee shall elect its own chairman from among the faculty members appointed by the Faculty Senate and the SGPC.

Operating guidelines: Each year, the Honorary Degree Committee shall solicit nominations for honorary degrees from any source they deem proper. However, a great emphasis should be placed on nominees whose contributions are to UNM, New Mexico, or the southwest. The Honorary Degree Committee shall decide if an honorary degree is to be given for any particular year. If no selection is made, the SGPC, the Faculty Senate, and the Board of Regents will be so notified. If the Honorary Degree Committee decides there are appropriate candidates--to a

maximum of three (3) annually--they may make a selection or selections and shall present the names of the nominees to the SGPC for confidential approval or disapproval of any or all names. If SGPC's approval is forthcoming for any or all of the nominees, the names shall be submitted to the Faculty Senate for confidential approval no later than at the February meeting. Names of nominees approved by the Faculty Senate shall then be submitted to the **Board of Regents** for formal approval at their Commencement meeting. (However, approval of the Regents not on the Honorary Degree Committee must be secured informally before names are submitted to the SGPC.) Disapproval of all names by the SGPC, the Faculty Senate, or the Regents stops the process at that point for that year. New nominations from the SGPC, the Faculty Senate, or the Regents will only be considered by the Honorary Degree Committee for a subsequent year.

Policy for Awarding Honorary Degrees

Approved, Faculty 10/21/51; Approved, Regents 03/10/52; Amended, 12/17/63; Amended, 02/23/67; Amended, 1/14/69; Amended, 05/12/92; Amended and Approved, Regents 11/14/96.

~~The University of New Mexico wishes to recognize and thereby encourage individuals by awarding special honors to those persons who have contributed significantly to the cultural or scientific development of the Southwest, or to the spiritual or material welfare of its people. At the same time, due regard should be paid to eminent individuals and scholars whose contributions are of general significance and transcend geographic limitations. In no case should a passing courtesy to the University of New Mexico, such as the delivery of a commencement address, be the sole or principal cause for such honorary awards. The award of an honorary degree to a person seeking or holding a political office does not indicate endorsement by the University of New Mexico. Political involvement should not prevent selection of an individual for an honorary degree.~~

~~It is not the University's policy to award honorary degrees to active members of the faculty, staff, or administration. This does not preclude, in an exceptional case, the awarding of an honorary degree to an emeritus member of the faculty or to a former employee whose stature remains or becomes eminent in the years following active service with the University. In such exceptions, sufficient time shall have elapsed to ensure objectivity in the process of selection.~~

~~Honorary degrees will be awarded only upon the approval of the Regents, based on recommendations from the Honorary Degree Committee, whose membership is set out in the Faculty Handbook.~~

APPLICABILITY

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

DEFINITIONS

No specific definitions are required for the Policy Statement.

Revisions to the remaining sections of this document may be amended with the approval of the Faculty Senate Policy and Operations Committee in consultation with the responsible Faculty Senate Committee listed in Policy Heading.

WHO SHOULD READ THIS POLICY

- Academic chairs, directors, and deans

- Non-academic managers and directors
- Vice presidents and other executives

RELATED DOCUMENTS

[Regents' Policy \(RPM\) 1.6 "Special Recognition and Awards."](#)

Faculty Handbook: Note: Committee Charges Policy numbers are being changed to align with their respective Council per the new Faculty Senate Restructure

[Policy A51](#) "Faculty Constitution"

[Policy A53](#) "Development and Approval of Faculty Policies"

[Policy A60](#) "Faculty Senate Bylaws"

[Policy A60.1](#) "Faculty Senate Councils and Committees"

[Policy A61](#) "Academic Council"

[Policy A61.3](#) "Senate Graduate and Professional Committee (SGPC)"

CONTACTS

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

PROCEDURES

[The Honorary Degree Subcommittee will schedule regular meetings. The Chair will report subcommittee recommendations through the SGPC for consideration for approval by the Faculty Senate.](#)

HISTORY

March 22, 2011 – Approved by Faculty Senate

DRAFT HISTORY

[October 9, 2019 – Draft updated to include recommendation for 3-year terms.](#)

March 12, 2019—Draft updated recent updates since 5/5/17 per Faculty Senate action.

May 10, 2017 –Minor revisions to and renumbering of the policy to address changes to Policy A60 "Faculty Senate Bylaws" resulting from reorganization of the Faculty Senate. Also replaced copy of portion of Regents Policy 1.6 with a link to Regents Policy 1.6.

A61.4 ^{A61.18} Teaching Enhancement Committee

Approved By: Faculty Senate

Last Updated: **Draft 11/11/19**

Responsible Faculty Committee: Teaching Enhancement Committee

Office Responsible for Administration: Office of the University Secretary

Legend: **Red text** is from the Special Rules approved by Faculty Senate in 2015, the original 2012 proposal, and minor editorial changes from the Policy and Operations Committees. Black text reflects information in Policy A61.8 “Teaching Enhancement Committee” in the *Faculty Handbook* with deleted information shown as ~~struck-out black text~~.

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

POLICY RATIONALE

The Teaching Enhancement Committee is one of four (4) committees that comprise the Faculty Senate Academic-Council, which is charged oversight of the teaching and curricula of the University of New Mexico (UNM) including the undergraduate, graduate, and professional levels.

POLICY STATEMENT

The purpose of the Teaching Enhancement Committee (TEC) shall be to encourage and support quality teaching and its funding as the primary role of UNM, including all its established units. The TEC will in no way infringe upon the academic freedom of faculty members in searching for and imparting knowledge. The functions of the Committee shall include, but not be limited to:

- (1) initiating, formulating, and recommending policies regarding teaching resources, support staff and faculties;
- (2) recommending UNM policy regarding the granting of awards and stipends for outstanding teaching and scholarly achievements;
- (3) overseeing selection of all Center for Teaching and Learning (CTL) awards; ~~Presidential Teaching Fellow and Teacher of the Year Awards and future UNM teaching honors~~;
- (4) awarding funds to be used as incentives to enhance teaching methods and curriculum development through the Teaching Allocations Subcommittee;
- (5) reviewing and recommending the use of research-based methods for teaching; ~~contemporary and developing tools for teaching quality and productivity~~;

(6) serving as an advisory committee to the [CTL; Center for the Advancement of Scholarship in Teaching and Learning \(CASTL\)](#);

(7) evaluating, formulating, and recommending policy concerning teaching support services provided by computer facilities, libraries, media services, and other support organizations; [and](#)

~~(8) developing and recommending a plan for the institution of an annual lecture by an outstanding teacher and the procedure for selection;~~

(8) meeting formally with the Deans' Council and the Senate Operations Committee at least once each year to discuss current problems and exchange information concerning teaching; [encouraging and supporting inclusive teaching to support its diverse student body.](#)

[Committee membership includes](#) eleven (11) faculty members, including [one \(1\)](#) a member from a branch [community college](#) campus, appointed by the Faculty Senate; one (1) graduate student appointed by the Graduate Professional Student Association (GPSA); one (1) undergraduate student appointed by the Associated Students of UNM (ASUNM). The ~~Provost, the Associate Provost for Academic Affairs,~~ [the Associate Provost for Faculty Development, the Vice President of the Division of Equity and Inclusion, the Executive Director of CTL, the Associate Director of CTE, and the Associate Director of CDL](#) ~~and the Director of CASTL~~ shall be ex officio members of the committee. The terms of office shall be three (3) years set up on a staggered basis, and the committee members shall elect the chair.) [Student terms are usually one \(1\) year.](#)

APPLICABILITY

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

DEFINITIONS

No specific definitions are required for the Policy Statement.

Revisions to the remaining sections of this document may be amended with the approval of the Faculty Senate Policy and Operations Committee in consultation with the responsible Faculty Senate Committee listed in Policy Heading.

WHO SHOULD READ THIS POLICY

- Academic chairs, directors, and deans
- Non-academic managers and directors
- Vice presidents and other executives

RELATED DOCUMENTS

[Regents' Policy \(RPM\) 1.6 "Special Recognition and Awards."](#)

Faculty Handbook: Note: Committee Charges Policy numbers are being changed to align with their respective Council per the new Faculty Senate Restructure

[Policy A51](#) “Faculty Constitution”

[Policy A53](#) “Development and Approval of Faculty Policies”

[Policy A60](#) “Faculty Senate Bylaws”

[Policy A60.1](#) “Faculty Senate Councils and Committees”

[Policy A61](#) “Academic Council”

CONTACTS

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

PROCEDURES

[The Teaching Enhancement Committee will schedule regular meetings. The Committee Chair will report Committee recommendations through the Academic Council for consideration by the Faculty Senate.](#)

HISTORY

March 22, 2011 – Approved by Faculty Senate

DRAFT HISTORY

[November 11, 2019-- Draft updated to include TEC Committee recommendations.](#)

October 9, 2019 – Draft updated to include recommendation for terms.

March 12, 2019—Draft updated for Faculty Senate action

January 30, 2018—Draft updated recent updates since 5/5/17 per Faculty Senate website.

May 10, 2017 –Minor revisions to and renumbering of the policy to address changes to Policy A60 “Faculty Senate Bylaws” resulting from reorganization of the Faculty Senate. Also replaced copy of portion of Regents Policy 1.6 with a link to Regents Policy 1.6.

A61.4 ^{A61.18} Teaching Enhancement Committee

Approved By: Faculty Senate

Last Updated: **Draft 1/30/20**

Responsible Faculty Committee: Teaching Enhancement Committee

Office Responsible for Administration: Office of the University Secretary

Legend: **Red text** is from the Special Rules approved by Faculty Senate in 2015, the original 2012 proposal, and minor editorial changes from the Policy and Operations Committees. Black text reflects information in Policy A61.8 “Teaching Enhancement Committee” in the *Faculty Handbook* with deleted information shown as ~~struck-out black text~~. **Purple** text shows recent Committee changes.

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

POLICY RATIONALE

The Teaching Enhancement Committee is one of four (4) committees that comprise the Faculty Senate Academic Council, which is charged oversight of the teaching and curricula of the University of New Mexico (UNM) including the undergraduate, graduate, and professional levels.

POLICY STATEMENT

The purpose of the Teaching Enhancement Committee (TEC) shall be to encourage and support quality teaching and its funding as the primary role of UNM, including all its established units. The TEC will in no way infringe upon the academic freedom of faculty members in searching for and imparting knowledge. The functions of the Committee shall include, but not be limited to:

- (1) initiating, formulating, and recommending policies regarding teaching resources, support staff members and faculty members ~~and faculties~~;
- (2) recommending UNM policy regarding the granting of awards and stipends for outstanding teaching and scholarly achievements;
- (3) overseeing selection of all Center for Teaching and Learning (CTL) awards; ~~Presidential Teaching Fellow and Teacher of the Year Awards and future UNM teaching honors~~;
- (4) awarding funds to be used as incentives to enhance teaching methods and curriculum development through the Teaching Allocations Subcommittee;
- (5) reviewing and recommending the use of research-based methods for teaching; ~~contemporary and developing tools for teaching quality and productivity~~;

(6) serving as an advisory committee to the [CTL; Center for the Advancement of Scholarship in Teaching and Learning \(CASTL\)](#);

(7) evaluating, formulating, and recommending policy concerning teaching support services provided by computer facilities, libraries, media services, and other support organizations; [and](#)

~~(8) developing and recommending a plan for the institution of an annual lecture by an outstanding teacher and the procedure for selection;~~

(8) meeting formally with the Deans' Council and the Senate Operations Committee at least once each year to discuss current problems and exchange information concerning teaching; [encouraging and supporting inclusive teaching to support its diverse student body.](#)

[Committee membership includes](#) eleven (11) faculty members, including [one \(1\)](#) a member from a branch [community college](#) campus, appointed by the Faculty Senate; one (1) graduate student appointed by the Graduate Professional Student Association (GPSA); one (1) undergraduate student appointed by the Associated Students of UNM (ASUNM). The ~~Provost, the Associate Provost for Academic Affairs,~~ [the Associate Provost for Faculty Development, the Vice President of the Division of Equity and Inclusion, the Executive Director of CTL, the Associate Director of CTE, and the Associate Director of the Center for Digital Learning \(CDL\)](#) ~~and the Director of CASTL~~ shall be ex officio members of the committee. The terms of office shall be three (3) years set up on a staggered basis, and the committee members shall elect the chair.) [Student terms are usually one \(1\) year.](#)

APPLICABILITY

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

DEFINITIONS

No specific definitions are required for the Policy Statement.

Revisions to the remaining sections of this document may be amended with the approval of the Faculty Senate Policy and Operations Committee in consultation with the responsible Faculty Senate Committee listed in Policy Heading.

WHO SHOULD READ THIS POLICY

- Academic chairs, directors, and deans
- Non-academic managers and directors
- Vice presidents and other executives

RELATED DOCUMENTS

[Regents' Policy \(RPM\) 1.6 "Special Recognition and Awards."](#)

Faculty Handbook: Note: Committee Charges Policy numbers are being changed to align with their respective Council per the new Faculty Senate Restructure

[Policy A51](#) “Faculty Constitution”

[Policy A53](#) “Development and Approval of Faculty Policies”

[Policy A60](#) “Faculty Senate Bylaws”

[Policy A60.1](#) “Faculty Senate Councils and Committees”

[Policy A61](#) “Academic Council”

CONTACTS

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

PROCEDURES

[The Teaching Enhancement Committee will schedule regular meetings. The Committee Chair will report Committee recommendations through the Academic Council for consideration by the Faculty Senate.](#)

HISTORY

March 22, 2011 – Approved by Faculty Senate

DRAFT HISTORY

[November 11, 2019-- Draft updated to include TEC Committee recommendations.](#)

October 9, 2019 – Draft updated to include recommendation for terms.

March 12, 2019—Draft updated for Faculty Senate action

January 30, 2018—Draft updated recent updates since 5/5/17 per Faculty Senate website.

May 10, 2017 –Minor revisions to and renumbering of the policy to address changes to Policy A60 “Faculty Senate Bylaws” resulting from reorganization of the Faculty Senate. Also replaced copy of portion of Regents Policy 1.6 with a link to Regents Policy 1.6.

A62 ~~A61.2~~: **Athletic Council**

(Renumbered from A61.2 and placed in new policy format)

Approved By: Faculty Senate

Approved: Draft 1/21/20

Responsible Faculty Committee: Athletic Council

Office Responsible for Administration: Office of University Secretary

Legend: Purple text reflects recent changes from the Athletic Council and previous changes to reflect Faculty Senate restructure. Black text reflects information in Policy A61.2 “Athletic Council” in the *Faculty Handbook* with deleted information shown as ~~struck-out~~ black text.

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

POLICY RATIONALE

The purpose of the Athletic Council is to bring the view of the greater university community to decisions concerning athletics at the University of New Mexico (UNM). ~~is to support the personal and academic welfare of the student athlete, protect institutional integrity, and ensure compliance with the National Collegiate Athletic Association (NCAA) and affiliated conference rules.~~

POLICY STATEMENT

The chief duties and functions of the Athletic Council are to formulate, maintain, and review general policies pertaining to intercollegiate athletics that are compatible with the best academic interests of UNM. In formulating policy, the Athletic Council shall:

(a) Support the personal and academic welfare of the student athlete;

~~(b) (a) Maintain a position in favor of~~ Emphasize high scholastic standards for intercollegiate athletics;

~~(c) (b) Maintain a position in favor of~~ Emphasize high standards of institutional, ~~and personal~~ and fiscal integrity, and ethical conduct for intercollegiate athletics; ~~and (c) Maintain the concept of the intercollegiate athlete as an amateur competitor, a bona fide student pursuing a degree program.~~

(d) Ensure compliance with the National Collegiate Athletic Association (NCAA) and affiliated conference rules; and

(e) Promote equity.

The duties of the Athletic Council are further defined as:

(a) To transmit to the [UNM](#) President and Faculty Senate at the beginning of each ~~calendar~~ academic year a report to include following: an executive summary; information a report on athletic scholarships and financial aid awarded given to student athletes, and those not renewed; ~~current a~~ review of the graduation rates of student athletes; an executive summary of student-athlete exit interviews; ~~the eligibility of student athletes as indicated by the Faculty Representative to the NCAA, the Registrar's Office, and the Athletic Academic Advising Office, and appropriate~~ any recommendations concerning the administration of athletic programs regarding from the perspective of the academic performance of student athletes; an athletics academic advisement annual report; council priorities and initiatives; and other reports and special items as deemed appropriate by the Athletic Council.

(b) To encourage ethical conduct in intercollegiate sports at UNM.

(c) To make appropriate recommendations to the Vice President for Athletics, the faculty, and UNM President regarding items pertaining to the maintenance of scholastic standards for intercollegiate athletics.

(d) To review criteria for admission and eligibility of student athletes, and policies regarding student-athletes' progress towards degrees.

(e) To review and monitor UNM's athletics programs for compliance with [National Collegiate Athletics Association](#) (NCAA) and [Mountain West Conference](#) (MWC) rules and regulations including the review of periodic compliance reports.

(f) To provide comments and recommendations regarding changes in NCAA, MWC, or other relevant conferences rules, bylaws, policies, and procedures to the Vice President for Athletics and the faculty representative to the NCAA.

(g) ~~Review and make recommendations regarding~~ To advise the Vice President for Athletics on matters of conference affiliations and other intercollegiate relationships.

(h) To review at the end of each ~~academic year the list~~ semester an overview provided by the Vice President for Athletics of student-athletes transfer rates, and number of whose scholarships or and financial aid non renewals are not being renewed, including common reasons for each category. ~~the reason for each action.~~

(i) To review annually team schedules for conformity to the Athletic Council policy on scheduling of academic events and review and approve scheduling exceptions.

(j) To review and make recommendations regarding ~~Consult with the Vice President for Athletics on~~ policies and procedures for the annual evaluation of coaches and athletic staff.

(k) To review and make recommendations regarding appeals of student-athletes on academic and athletic matters. Council Members serve on student-athlete appeals committees and academic misconduct committees convened by Faculty Athletics Representative;

(l) To advise the Vice President for Athletics, when an Associate Director of Athletics or a head coach is to be employed or dismissed.

(m) To conduct student-athlete exit interviews at least once during the academic year with focus upon academic integrity, student-athlete well-being, and equity.

(n) As requested by the President, review and/or nominate candidates for the position of Faculty Athletic Representative (FAR) to the NCAA.

Voting members of the Council are: ~~twelve (12) faculty members, the majority of whom should be tenured) including the Chair (elected to a two-year term by a vote of the twelve (12) faculty members of the Council) and the chairs of any committees of the Council (both standing and ad-hoc committees of the Council, appointed by the Council Chair.) These twelve (12) members shall come from a minimum of~~ ~~must be representative of at least four (4) colleges.~~ The terms of office shall be for three (3) years, set up on a staggered basis so that the terms of approximately one-third (1/3) of members will expire each year. ~~so that the terms of two (2) members will expire each year.~~ The remaining council membership shall be composed of: three (3) voting undergraduate student members; one (1) voting graduate student member; one (1) voting alumni member; and, also, ex-officio, non-voting members of the Council including ~~are~~ the Vice President for Athletics, the Associate Director of Athletics, three (3) faculty senators (elected by that body for two-year terms), and the faculty representative to the National Collegiate Athletic Association (NCAA). ~~An executive committee of the Council may be appointed to provide coverage during the summer months when some faculty members of the Council may not be available.~~

APPLICABILITY

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

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: Note: Committee Charges Policy numbers are being changed to align with their respective Council per the new Faculty Senate Restructure

Policy A51 “Faculty Constitution”

Policy A53 “Development and Approval of Faculty Policies”

Policy A60 “Faculty Senate Bylaws”

Policy A60.1 “Faculty Senate Councils and Committees”

CONTACTS

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

PROCEDURES

The Athletic Council will schedule regular meetings. The Council Chair will meet regularly with the Operations Committee, but no less than once each semester.

DRAFT HISTORY

January 21, 2020—Clarification added for UNM President per

January 9, 2020 – Revised to incorporate Athletic Council changes

October 19, 2019 –Revisions to address member terms.

May 7, 2017 –Minor revisions to and renumbering of the policy to address changes to Policy A60 “Faculty Senate Bylaws” resulting from reorganization of the Faculty Senate.

March 2014 –Special Rules Revised by the Faculty Senate

March 2013—Interim Restructure Document Approved by the Faculty Senate

HISTORY

A63: Business Council

(New Policy due to Faculty Senate Restructure)

Approved By: Faculty Senate

Approved: **Draft 10/10/19**

Responsible Faculty Committee: Business Council

Office Responsible for Administration: Office of University Secretary

Legend: **Red text** is from the Special Rules approved by Faculty Senate in 2015, the original 2012 proposal, and minor editorial changes from the Policy and Operations Committees. Black text reflects information in the Council Charge currently on the Faculty Senate Website with deleted information shown as ~~struck-out black~~ text.

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

POLICY RATIONALE

The Business Council is charged with faculty oversight of the business aspects of the University of New Mexico (UNM) including budget, government relations, campus planning, capital projects, etc.

POLICY STATEMENT

The Business Council has authority in business matters that cannot easily or fully be handled by single existing Faculty Senate committees. Business Council recommendations shall be reviewed by the Faculty Senate Operations committee and are subject to ratification by the Faculty Senate. Recommendations proposed by the Council will be taken to the Senate Operations Committee for deliberation and decisions.

The configuration of the Business Council shall consist of the following Faculty Senate committees:

- Budget Committee
- Campus Development Advisory Committee
- Faculty and Staff Benefits Committee
- Government Relations Committee
- Information Technology Committee

Members of the Business Council are the five (5) chairs of the committees that compose the Council. The Council Chair will be elected to a two-year term by a vote of the Chairs of the committees in the Council. Ex-official, non-voting members of the Council are Associate Vice President for Planning, Budget and Analysis, and the UNM Controller. ~~The configuration of the initial~~

APPLICABILITY

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

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: Note: Committee Charges Policy numbers are being changed to align with their respective Council per the new Faculty Senate Restructure

Policy A51 “Faculty Constitution”

Policy A53 “Development and Approval of Faculty Policies”

Policy A60 “Faculty Senate Bylaws”

Policy A60.1 “Faculty Senate Councils and Committees”

Policy A63.1 “Budget Committee”

Policy A63.2 “Campus Development Advisory Committee”

Policy A63.3 “Faculty Staff Benefits Committee”

Policy A63.4 “Government Relations Committee”

Policy A63.5 “Information Technology Committee”

CONTACTS

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

PROCEDURES

The Business Council will schedule regular meetings. The Council Chair will meet regularly with the Operations Committee, but no less than once each semester.

DRAFT HISTORY

October 10, 2019—Minor edits.

March 24, 2019 – Revised draft to address change of IT Committee’s name and Branch
Community Colleges name.

May 4, 2017 –Draft new policy to address changes to Policy A60 “Faculty Senate Bylaws”
resulting from reorganization of the Faculty Senate.

March 2014 –Special Rules Revised by the Faculty Senate

March 2013—Interim Restructure Document Approved by the Faculty Senate

HISTORY

None—new policy.

A63.1 ^{61.4} **Budget Committee**

(Placed in new policy format and revised to address Council Structure)

Approved By: Faculty Senate

Approved: **Draft 10/9/19**

Responsible Faculty Committee: Budget Committee

Office Responsible for Administration: Office of University Secretary

Legend: **Red text** is from the Special Rules approved by Faculty Senate in 2015, the original 2012 proposal, and minor editorial changes from the Policy and Operations Committees. Black text reflects information in Policy A61.4 “Budget Committee” in the *Faculty Handbook* with deleted information shown as ~~struck-out black~~ text.

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

POLICY RATIONALE

The Budget Committee is one of five (5) committees that comprise the Faculty Senate Business Council, which provides faculty oversight of the business aspects of the University of New Mexico (UNM) including budget, government relations, campus planning, capital projects, etc.

POLICY STATEMENT

The Budget Committee has the responsibility to make recommendations to the Faculty Senate for advising the budget office in developing the UNM budget. In particular, the functions of the committee include, but are not limited to:

- (a) the presentation to the Faculty Senate each September of an analysis of the previous year's disbursement of incremental resources; and
- (b) the development with the central administration of the UNM budget for presentation to the regents.

Faculty members will be appointed by the Faculty Senate: At least thirteen (13) faculty members, with (2) two from Arts and Sciences and one (1) from each of the following academic areas [where possible given the number of faculty in each area]: Architecture and Planning, Education, Engineering, Fine Arts, University Libraries, Law, Management, Medicine (including Dental Hygiene Programs), Nursing, and Pharmacy and ex-officio member appointed by the Senior Vice President for ~~Business and~~ Finance and Administration. The terms of office shall be for three (3) years, set up on a staggered basis so that the terms of at least four (4) members will expire each year. The chairperson is elected by the Committee.

APPLICABILITY

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

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: Note: Committee Charges Policy numbers are being changed to align with their respective Council per the new Faculty Senate Restructure

Policy A51 “Faculty Constitution”

Policy A53 “Development and Approval of Faculty Policies”

Policy A60 “Faculty Senate Bylaws”

Policy A60.1 “Faculty Senate Councils and Committees”

Policy A63 “Business Council”

CONTACTS

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

PROCEDURES

The Budget Committee will schedule regular meetings. The Committee Chair will report Committee recommendations through the Business Council for consideration by the Faculty Senate.

DRAFT HISTORY

October 9, 2019 – minor edits.

March 24, 2019—Revised draft to update titles for Senior VP for Finance and Administration and Branch Community Colleges.

May 10, 2017 –Minor revisions to and renumbering of the policy to address changes to Policy A60 “Faculty Senate Bylaws” resulting from reorganization of the Faculty Senate.

March 2014 –Special Rules Revised by the Faculty Senate

March 2013—Interim Restructure Document Approved by the Faculty Senate

HISTORY

A63.2 ^{61.5} Campus Development Advisory Committee

(Placed in new policy format and revised to address Council Structure)

Approved By: Faculty Senate

Approved: Draft 10/10/17

Responsible Faculty Committee: Campus Development Advisory Committee

Office Responsible for Administration: Office of University Secretary

Legend: **Red text** is from the Special Rules approved by Faculty Senate in 2015, the original 2012 proposal, and minor editorial changes from the Policy and Operations Committees. Black text reflects information in Policy A61.5 “Campus Development Advisory Committee” in the *Faculty Handbook* with deleted information shown as ~~struck-out~~ black text.

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

POLICY RATIONALE

The Campus Development Advisory Committee is one of five (5) committees that comprise the Faculty Senate Business Council, which provides faculty oversight of the business aspects of the University of New Mexico (UNM) including budget, government relations, campus planning, capital projects, etc.

POLICY STATEMENT

The Campus Development Advisory Committee (CDAC) advises the UNM administration on issues relating to the physical environment of the campus as they contribute to and affect the mission, goals and quality of life at UNM. The CDAC serves as a forum for the communication and exchange of ideas and proposals regarding development on the campus and its impact on the campus community, the surrounding neighborhoods, and the City of Albuquerque.

The intent of the Committee’s involvement is to carry out intelligent and representative reviews of proposed projects, and to offer constructive comment and recommendations directly to the administrative group managing the projects as well as serving as an advisory body to the Provost and Faculty Senate.

Scope of Committee Reviews

The CDAC reviews initiatives that will result in a physical alteration to the campus fabric. The types of projects that fall under the Committee’s review include:

- Site selection for new buildings or other space development
- Placement of new buildings on a site
- Site development for buildings or landscape architectural projects such as plazas, open space areas, recreational areas, pedestrian zones, parking lots
- General character, size, massing and materials of proposed new buildings
- Proposed alterations to historic elements of the campus
- Plans for changes to the patterns of access and circulation systems on campus, and as these connect to city systems
- Issues regarding the Campus Master Plan

Evaluative Criteria

The CDAC reviews proposals to consider the general ‘fit’ between the project and a range of contextual conditions, including:

- The health and safety of students, employees, visitors and residents of the campus
- Potential impacts on movement, visual accessibility and environmental conditions in the surrounding context in which the project is proposed
- The degree to which the proposal incorporates sustainable practices in site and building development
- The aesthetic impact of the proposed development
- The impact of the proposed project on the Campus Master Plan and future development considerations

Committee Procedure

- The Committee reviews proposals in the preliminary phase of the design process at stage when suggestions and recommendations can still be incorporated. They receive information on the projects again at the completion of the design development stage.
- The Institutional Support Services (ISS) Division and its project managers bring projects before the committee at the appropriate stages of development.
- The Committee reports in an advisory capacity to the Provost, Faculty Senate Operations Committee and [Associate](#) Vice President for Institutional Support Services through the Faculty Committee Chair
- ISS provides staff support for the Committee.
- The Committee will meet monthly (generally, on the 2nd Thursday of each Month).

Committee Representation

- Seven (7) faculty members are appointed by Faculty Senate, five (5) from the main campus (including one (1) from the faculty of Architecture and Planning), and two (2) from the north campus.
- Three (3) student representatives, one (1) from the Associated Students of UNM (ASUNM), one (1) from the Graduate and Professional Student Association (GPSA) and one (1) from the Residence Halls Student Association.
- The Administrative members shall be the [Associate](#) Vice President for Institutional Support Services; the Provost, ~~Vice President for Academic Affairs~~; Vice President for Student

Affairs (including representatives for student development and the accessibility resource center), the Vice President Chancellor of the Health Sciences Center; and the Administrator of the UNM Hospital. Any of the administrators may be represented by individuals under their supervision who are designated at the first meeting of each academic year.

The terms of office for faculty members shall be for three (3) years, set up on a staggered basis so that the terms of approximately one-third (1/3) of members will expire each year. The terms of office for student members shall be one (1) year.

The following individuals will have non-voting membership on the committee:

- The UNM Directors of: Planning and Campus Development, Physical Plant, Real Estate, Office of Capital Projects, UNMH Facilities Services, the University Architect, University Landscape Architect, University Planner, Campus Chief of Police, Parking Services Director, and Campus Safety Director
- Three (3) representatives from the City: one (1) each from the Planning Department; the Public Works Department; and the Transit and Parking Department
- Four (4) representatives from neighborhood associations that are located in the four (4) quadrants (north, east, south and west) which are contiguous with the main and north campuses; these four (4) neighborhood representatives will be selected by the Federation of University Neighborhoods.

The Committee is chaired by a faculty member elected by the faculty members from among voting committee members. The Associate Vice President for Institutional Support Services shall co-chair the committee.

APPLICABILITY

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

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: Note: Committee Charges Policy numbers are being changed to align with their respective Council per the new Faculty Senate Restructure

[Policy A51](#) “Faculty Constitution”

[Policy A53](#) “Development and Approval of Faculty Policies”

[Policy A60](#) “Faculty Senate Bylaws”

[Policy A60.1](#) “Faculty Senate Councils and Committees”

[Policy A63](#) “Business Council”

CONTACTS

[Direct any questions about this policy to Office of the University Secretary.](#)

PROCEDURES

[The Campus Development Advisory Committee will schedule regular meetings. The Committee Chair will report Committee recommendations through the Business Council for consideration by the Faculty Senate.](#)

DRAFT HISTORY

[October 10, 2019—revised to include terms of office.](#)

March 24, 2019 – Minor revision to correct name of Branch Community Colleges

May 10, 2017 –Minor revisions to and renumbering of the policy to address changes to Policy A60 “Faculty Senate Bylaws” resulting from reorganization of the Faculty Senate.

March 2014 –Special Rules Revised by the Faculty Senate

March 2013—Interim Restructure Document Approved by the Faculty Senate

HISTORY

A63.3 ~~61.9~~ Faculty and Staff Benefits Committee (Placed in new policy format and revised to address Council Structure)

Approved By: Faculty Senate

Approved: **Draft 10/9/19**

Responsible Faculty Committee: Faculty and Staff Benefits Committee

Office Responsible for Administration: Office of University Secretary

Legend: **Red text** is from the Special Rules approved by Faculty Senate in 2015, the original 2012 proposal, and minor editorial changes from the Policy and Operations Committees. Black text reflects information in Policy A61.9 “Faculty and Staff Benefits” in the *Faculty Handbook* with deleted information shown as ~~struck out black~~ text.

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

POLICY RATIONALE

The Faculty and Staff Benefits Committee is one of five (5) committees that comprise the Faculty Senate Business Council, which provides faculty oversight of the business aspects of the University of New Mexico (UNM) including budget, government relations, campus planning, capital projects, etc.

POLICY STATEMENT

The Faculty and Staff Benefits Committee (FSBC) is charged by the Faculty Senate and the Staff Council to review and advise on current and potential UNM benefits to include but not be limited to, the retirement and insurance plans and health care and investigate the feasibility of additional benefits as may occur to the Committee or be suggested to the Committee. The Committee shall then recommend changes in, or additions to, these benefits to the Faculty Senate, Staff Council and UNM Administration. Other units within UNM shall not create separate benefits committees.

Membership. Committee membership will include both voting and non-voting members as follows:

Voting members. Five (5) faculty members appointed by the Faculty Senate; Five (5) staff members appointed by the Staff Council; One (1) retiree appointed by the Retiree Association;

Non-voting. (Ex-officio members): Senior Vice President for Finance and Administration/designee; Vice President for Human Resources/designee; Faculty Affairs and Services Director; Human Resources Department Benefits and Employee Services Director; and the Payroll Manager.

Visitors. The FSBC may from time to time ask individuals with information/knowledge on special topics to address/advise the committee.

Chairpersons. The FSBC will have Co-chairpersons one (1) faculty and one (1) staff member who will be elected annually by the voting members of the committee.

APPLICABILITY

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

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: Note: Committee Charges Policy numbers are being changed to align with their respective Council per the new Faculty Senate Restructure

Policy A51 “Faculty Constitution”

Policy A53 “Development and Approval of Faculty Policies”

Policy A60 “Faculty Senate Bylaws”

Policy A60.1 “Faculty Senate Councils and Committees”

Policy A63 “Business Council”

CONTACTS

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

PROCEDURES

The Faculty and Staff Benefits Committee will schedule regular meetings. Minutes will be kept for each meeting and will be reported to the Faculty Senate, the Staff Council and the Retirees Association. This policy and charge when adopted will be added to the Faculty Senate Handbook and the Staff Council Bylaws. The Committee Chair will report Committee recommendations through the Business Council for consideration by the Faculty Senate.

DRAFT HISTORY

October 9, 2019 – minor edits.

March 24, 2019 – Minor revision to correct titles for VP for Finance and Administration and Branch Community Colleges.

May 10, 2017 –Minor revisions to and renumbering of the policy to address changes to Policy A60 “Faculty Senate Bylaws” resulting from reorganization of the Faculty Senate.

March 2014 –Special Rules Revised by the Faculty Senate

March 2013—Interim Restructure Document Approved by the Faculty Senate

HISTORY

August 30, 2011--Amended by the Faculty Senate

A63.4 ~~61.10~~ **Governmental Relations Committee** **(Placed in new policy format and revised to address Council Structure)**

Approved By: Faculty Senate

Approved: **Draft 10/9/19**

Responsible Faculty Committee: Governmental Relations Committee

Office Responsible for Administration: Office of University Secretary

Legend: **Red text** is from the Special Rules approved by Faculty Senate in 2015, the original 2012 proposal, and minor editorial changes from the Policy and Operations Committees. Black text reflects information in Policy A61.10 "Governmental Relations Committee" in the *Faculty Handbook* with deleted information shown as ~~struck out black text~~.

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

POLICY RATIONALE

The Governmental Relations Committee is one of five (5) committees that comprise the Faculty Senate Business Council, which provides faculty oversight of the business aspects of the University of New Mexico (UNM) including budget, government relations, campus planning, capital projects, etc.

POLICY STATEMENT

The Governmental Relations Committee is responsible for identifying issues of concern to faculty, developing strategies to address these issues, and communicating with the executive and legislative branches of government regarding them. The Committee will monitor developments at the state and local levels that affect higher education and will inform the Senate of these developments and recommend appropriate response.

Membership: Nine (9) faculty members, representing three (3) or more colleges, nominated by the Faculty Senate. Members shall serve overlapping three-year terms and may be reappointed. The Chairperson is elected by the Committee at the last meeting of the academic year.

~~(For the first year, members will be solicited from the faculty at large by special announcement. Nine members will be appointed, three each to one-, two-, and three-year terms. In subsequent years, appointments will be made through the regular committee preference process.)~~

APPLICABILITY

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

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 A60.1](#) "Faculty Senate Councils and Committees"

[Policy A63](#) "Business Council"

CONTACTS

[Direct any questions about this policy to Office of the University Secretary.](#)

PROCEDURES

[The Governmental Relations Committee will schedule regular meetings. The Committee Chair will report Committee recommendations through the Business Council for consideration by the Faculty Senate.](#)

DRAFT HISTORY

October 9, 2019 – minor edits

March 24, 2019 – Minor revision to correct title for Branch Community Colleges.

May 10, 2017 –Minor revisions to and renumbering of the policy to address changes to Policy A60 "Faculty Senate Bylaws" resulting from reorganization of the Faculty Senate.

March 2014 –Special Rules Revised by the Faculty Senate

March 2013—Interim Restructure Document Approved by the Faculty Senate

HISTORY

A64: ~~61.23~~ Health Sciences Center Council

(Renumbered from A61.23 and placed in new policy format)

Approved By: Faculty Senate

Approved: **Draft 10/11/19**

Responsible Faculty Committee: Health Sciences Center Council

Office Responsible for Administration: Office of University Secretary

Legend: **Red text** is from the Special Rules approved by Faculty Senate in 2015, the original 2012 proposal, and changes from the Policy and Operations Committees. Black text reflects information in Policy A61.23 “Health Science Center Council” in the *Faculty Handbook* with deleted information shown as ~~struck out black~~ text.

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

POLICY RATIONALE

The Health Sciences Center (HSC) Council is charged with oversight of faculty issues that are unique to the HSC.

POLICY STATEMENT

The purpose of the HSC Council is to serve as an advisory board to the Faculty Senate, to enhance the role and visibility of the HSC faculty in shared governance, and to represent the UNM Faculty Senate in all matters relating to faculty governance and shared governance of the HSC, consistent with the UNM Faculty Constitution, *Faculty Handbook*, Faculty Senate Bylaws, and with the policies of the Board of Regents and UNM. In matters pertaining to faculty governance and shared governance of UNM as a whole, the HSC Council shall represent the faculty of the UNM HSC to the Faculty Senate.

The HSC Council shall have the right or duty to consider and advise the Faculty Senate on behalf of HSC faculty on:

- a) Institutional aims and strategic plans of the HSC.
- b) Organizational structure and creation of new departments and divisions.
- c) Major curricular changes and other matters that, in the opinion of the Chancellor for Health Sciences or of the faculty, affect the HSC as a whole.
- d) Matters of general concern or welfare for HSC faculty.

The foregoing purposes do not supplant the rights and responsibilities of faculty within their respective academic units, nor replace the authority of the Faculty Senate. Rather, the HSC Council shall serve as a forum and voice for the HSC faculty as a whole in representing the interests of HSC faculty to the Board of Directors and Office of the Chancellor for Health Sciences as well as to the UNM Faculty Senate.

Membership shall consist of all duly elected senators of the Faculty Senate representing the HSC campus. Membership may be increased by a quorum vote of the Council to include non-senators. The terms of office for faculty members shall be for three (3) years, set up on a staggered basis so that the terms of approximately one-third (1/3) of members will expire each year. Ex-officio, non-voting members of the Council are the HSC Chancellor, HSC Vice Chancellor for Academic Affairs, Faculty Senate President, and the Provost/Executive Vice President for Academic Affairs.

A chair shall be elected every two (2) years. Midway through the term of the chair, a chair-elect shall be elected to serve for one (1) year as chair-elect, prior to taking office as chair. The retiring chair shall serve as past chair for at least the first year of the term of newly elected chair.

APPLICABILITY

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

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 A60.1](#) "Faculty Senate Councils and Committees"

[HSC Council Bylaws](#)

CONTACTS

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

PROCEDURES

The Health Sciences Center Council will schedule regular meetings. The Council Chair will meet regularly with the Operations Committee, but no less than once each semester.

DRAFT HISTORY

October 11, 2019 – Draft updated to include recommendation for 3-year terms, add ex-official members, & minor edits

February 12, 2018—Draft revised to reflect Policy Committee 2/7/18 recommendations.

May 7, 2017 –Draft to reflect changes to Policy A60 “Faculty Senate Bylaws” and place in new format.

March 2014 –Special Rules Revised by the Faculty Senate

March 2013—Interim Restructure Document Approved by the Faculty Senate

HISTORY

A65: Research and Creative Works Council

(New Policy due to Faculty Senate Restructure)

Approved By: Faculty Senate

Approved: **Draft 10/11/19**

Responsible Faculty Committee: Research and Creative Works Council

Office Responsible for Administration: Office of University Secretary

Legend: **Red text** is from the Special Rules approved by Faculty Senate in 2015, the original 2012 proposal, and minor editorial changes from the Policy and Operations Committees. Black text reflects information in the Council Charge currently on the Faculty Senate Website with deleted information shown as ~~struck-out black~~ text.

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

POLICY RATIONALE

The Research and Creative Works Council is charged with oversight of the research endeavor of the University of New Mexico (UNM) including both “big-science” and smaller, unfunded or underfunded creative works.

POLICY STATEMENT

The Research and Creative Works Council has authority in research and creative works matters that cannot easily or fully be handled by single existing Faculty Senate committees. Research and Creative Works Council recommendations shall be reviewed by Faculty Senate Operations committee and are subject to ratification by the Faculty Senate. Recommendations proposed by the Council will be taken to the Senate Operations Committee for deliberation and decisions.

The configuration of the ~~initial~~ Research and Creative Works Council shall consist of the ~~current~~ following Faculty Senate committees:

- Library Committee
- Research Allocations Committee
- Research Policy Committee
- University Press Committee

Members of the Research and Creative Works Council are the chairs of the committees that compose the Council. The Council Chair will be elected to a two-year term by a vote of the Chairs of the committees in the Council. Ex-official, non-voting members of the Council are the Vice-President ~~Provost~~ for Research and the HSC Vice-Chancellor ~~Provost~~ for Research.

APPLICABILITY

All UNM faculty, including the Health Sciences Center and Branch Community Colleges

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 A60.1 “Faculty Senate Councils and Committees”

Policy A65.1 “Library Committee”

Policy A65.2 “Research Allocations Committee”

Policy A65.3 “Research Policy Committee”

Policy A65.4 “University Press Committee”

CONTACTS

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

PROCEDURES

The Research and Creative Works Council will schedule regular meetings. The Council Chair will meet regularly with the Operations Committee, but no less than once each semester.

DRAFT HISTORY

October 11, 2019 – Minor edits

January 30, 2018—Draft updated recent updates since 5/5/17 per Faculty Senate website.

May 7, 2017 –Draft to reflect changes to Policy A60 “Faculty Senate Bylaws”

March 2014 –Special Rules Revised by the Faculty Senate

March 2013—Interim Restructure Document Approved by the Faculty Senate

HISTORY

None—new policy.

A65.1 ~~A61.14~~: Library Committee

Approved By: Faculty Senate

Last Updated: November 22, 2011 **Draft 10/11/19**

Responsible Faculty Committee: Library Committee

Office Responsible for Administration: Office of the University Secretary

Legend: **Red text** is from the Special Rules approved by Faculty Senate in 2015, the original 2012 proposal, and minor editorial changes from the Policy and Operations Committees. Black text reflects information in Policy A61.14 “Library Committee” in the *Faculty Handbook* with deleted information shown as ~~struck-out black text~~.

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

POLICY RATIONALE

The Library Committee is one of four (4) committees that comprise the Faculty Senate Research and Creative Works Council, which is charged with oversight of the research endeavor of the University of New Mexico (UNM) including both “big-science” and smaller, unfunded or underfunded creative works.

POLICY STATEMENT

The Library Committee meets regularly to address issues and make recommendations related to the UNM libraries' policies, budgets, and other issues in so far as they impact the teaching, research, and service responsibilities of the faculty, and the studies of undergraduate, graduate, and professional students. The role of the Committee is also to facilitate communication among libraries and between libraries and faculties of UNM. The issues that the Committee will address may be generated by the Committee itself or may be brought to the Committee by any faculty, student, or library staff member. Recommendations by the Committee will be made to the Faculty Senate through the Research and Creative Works Council and, when appropriate, to the relevant deans, library directors and vice-presidents/vice-chancellors. Advice and consultation on library issues will be sought from the library faculty and staff. The Chair of the Library Committee shall make an annual report through the Research and Creative Works Council to the Faculty Senate reviewing its major activities, including a list of recommended actions. A copy of this report will be sent, for informational purposes, to the Provost/Executive Vice President for Academic Affairs/~~Vice-President for Academic Affairs~~, the Chancellor/~~Vice-President for the Health Sciences~~, the Dean of the Law School, the Dean of UNM Libraries, the Director of the Health Sciences Center Library, and the directors of the various branch community colleges ~~campuses~~.

Question?? Are there any changes to membership shown below due to addition of Honors College and College of Population Health, and Public Administration classification no longer a school, but part of the College of Arts and Sciences.

Membership: One (1) member from each of the following groupings:

Anderson Schools, Economics, and Public Administration
Education
Engineering
Fine Arts and Architecture
University Libraries
Nursing and Pharmacy
UNM branch community colleges campuses
Law School

Two (2) members from each of the following groupings:

Humanities (English, Foreign Languages & Literatures, History, Linguistics, Philosophy, Spanish and Portuguese)
Natural Sciences (Biology, Chemistry, Earth and Planetary Sciences, Mathematics and Statistics, Physics and Astronomy, Psychology)
School of Medicine
Social Sciences (American Studies, Anthropology, Communication and Journalism, Geography, Political Science, Sociology, Speech and Hearing Sciences, Community and Regional Planning.)
Undergraduate students (to be appointed by the Associated Students of UNM (ASUNM))
Graduate and professional students (to be appointed by the Graduate and Professional Student Association (GPSA))

Ex-officio: Dean of the University Libraries, Director of the Health Sciences Center Library, and Director of the Law Library

The terms of each office shall be for three (3) years set up on a staggered basis. The chair is elected by the Committee. The terms of office of students will be determined by the ASUNM and the GPSA.

APPLICABILITY

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

DEFINITIONS

No specific definitions are required for the Policy Statement.

Revisions to the remaining sections of this document may be amended with the approval of the Faculty Senate Policy and Operations Committee in consultation with the responsible Faculty Senate Committee listed in Policy Heading.

WHO SHOULD READ THIS POLICY

- Academic chairs, directors, and deans
- Non-academic managers and directors
- Vice presidents and other executives

RELATED DOCUMENTS

Faculty Handbook:

[Policy A51](#) “Faculty Constitution”

[Policy A53](#) “Development and Approval of Faculty Policies”

[Policy A60](#) “Faculty Senate Bylaws”

[Policy A60.1](#) “Faculty Senate Councils and Committees”

[Policy A65](#) “Research and Creative Works Council”

CONTACTS

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

PROCEDURES

[The Library Committee will schedule regular meetings. The Committee Chair will report Committee recommendations through the Research and Creative Works Council for consideration by the Faculty Senate.](#)

HISTORY

DRAFT HISTORY

[October 11, 2019 – Minor edits](#)

March 12, 2019—Draft updated for minor editorial changes.

January 30, 2018—Draft updated recent updates since 5/5/17 per Faculty Senate website.

May 15, 2017 –Minor revisions to and renumbering of the policy to address changes to Policy A60 “Faculty Senate Bylaws” resulting from reorganization of the Faculty Senate. Also replaced copy of portion of Regents Policy 1.6 with a link to Regents Policy 1.6.

A65.3 ^{A61.16} Research Policy Committee

Approved By: Faculty Senate

Last Updated: **Draft 10/11/19**

Responsible Faculty Committee: Research Policy Committee

Office Responsible for Administration: Office of the University Secretary

Legend: **Red text** is from the Special Rules approved by Faculty Senate in 2015, the original 2012 proposal, and minor editorial changes from the Policy and Operations Committees. Black text reflects information in Policy A61.16 “Research Policy Committee” in the *Faculty Handbook* with deleted information shown as ~~struck-out black~~ text.

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

POLICY RATIONALE

The Research Policy Committee (RPC) is one of four (4) committees that comprise the Faculty Senate Research and Creative Works Council, which is charged with oversight of the research endeavor of the University of New Mexico (UNM) including both “big-science” and smaller, unfunded or underfunded creative works.

The primary role of the RPC shall be to encourage and support research and its funding at UNM, including all its established units.

POLICY STATEMENT

The functions of the RPC shall include, but not be limited to:

- 1) Initiating, formulating, recommending, and reviewing policies regarding sponsored and unsponsored research, and intellectual property.
- 2) Recommending UNM policy regarding the distribution of overhead and institutional grants.
- 3) Reviewing with the chief administrative officers for research the research budget of UNM prior to and during its final development, and informing and making recommendations to the Faculty Senate regarding this budget.
- 4) Recommending policy concerning the use of the Faculty Research Fund and reviewing and making recommendations to the administration through the Faculty Senate regarding the budget of the Faculty Research Fund.

5) Formulating policy regarding the establishment, major modification or termination, and periodic review of research centers, bureaus, institutes, or other related organizations, reviewing and making recommendations to the central administration and the Faculty Senate on proposals regarding these bodies, and participating in the periodic review of these centers.

6) Evaluating, formulating and recommending policy concerning research support services provided by computer facilities, libraries, contract accounting, research administration, and other support organizations; making recommendations to the central administration when the appointment of the chief administrative officers for research is being considered.

7) Making recommendations to the Faculty Senate on matters of grant research, contract research, patent and copyright policy, and policy on commercialization of intellectual property affecting directly or indirectly the faculty and UNM as a whole.

~~Consulting with the Faculty Senate on formulating the charge of the Intellectual Property Committee as called for in the University Intellectual Property Policy;~~ Deleted because the Intellectual Property Committee no longer exists.

8) Recommending candidates for the Annual Research Lectureship.

9) Meeting with the academic deans formally at least once each year to discuss current problems and exchange information concerning research.

10) Consulting with the chief administrative officers for research regarding implementation of policies.

Membership: Twelve (12) faculty members, appointed by the Faculty Senate in consultation with the Committee Chair, selected primarily from colleges and departments generating sponsored research: including three (3) from the College of Arts and Sciences, two (2) from the College of Education, two (2) from the School of Engineering, one (1) from the College of Fine Arts, one (1) from the Library, and two (2) from the Health Sciences Center. One (1) graduate student member nominated by the Graduate and Professional Student Association (GPSA). Ex-officio members include the chief administrative officer for research on main campus, the chief administrative officer for research at the Health Sciences Center, and the Director of the Science and Technology Corporation at UNM. The attorney from the University Counsel's office with primary responsibility for research matters shall attend committee meetings and provide legal advice to the RPC.

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. A member may be appointed for a second three-year term. The Chair is elected by the Committee and normally will serve a renewable two-year term. RPC annually elects a Vice-Chair to serve in place of the Chair in her/his absence. In addition to RPC appointees, subcommittee membership will be augmented with other faculty, administrators, and graduate students as required for specific subcommittee tasks.)

APPLICABILITY

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

DEFINITIONS

No specific definitions are required for the Policy Statement.

Revisions to the remaining sections of this document may be amended with the approval of the Faculty Senate Policy and Operations Committee in consultation with the responsible Faculty Senate Committee listed in Policy Heading.

WHO SHOULD READ THIS POLICY

- Academic chairs, directors, and deans
 - Non-academic managers and directors
 - Vice presidents and other executives
-

RELATED DOCUMENTS

Faculty Handbook:

Policy A51 “Faculty Constitution”

Policy A53 “Development and Approval of Faculty Policies”

Policy A60 “Faculty Senate Bylaws”

Policy A60.1 “Faculty Senate Councils and Committees”

Policy A65 “Research and Creative Works Council”

CONTACTS

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

PROCEDURES

The Research Policy Committee (RPC) will schedule regular meetings. The Committee Chair will report Committee recommendations through the Research and Creative Works Council for consideration by the Faculty Senate.

HISTORY

DRAFT HISTORY

October 11, 2019 – Minor edits

March 14, 2019—Draft updated for minor editorial changes.

January 30, 2018—Draft updated recent updates since 5/5/17 per Faculty Senate website.
May 15, 2017 –Minor revisions to and renumbering of the policy to address changes to Policy A60 “Faculty Senate Bylaws” resulting from reorganization of the Faculty Senate.

A65.4 ~~A61.21~~ University Press Committee

Approved By: Faculty Senate

Last Updated: **Draft 10/11/19**

Responsible Faculty Committee: University Press Committee

Office Responsible for Administration: Office of the University Secretary

Legend: **Red text** is from the Special Rules approved by Faculty Senate in 2015, the original 2012 proposal, and minor editorial changes from the Policy and Operations Committees. Black text reflects information in Policy A61.21 “University Press Committee” in the *Faculty Handbook* with deleted information shown as ~~struck-out black text~~.

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

POLICY RATIONALE

The University Press Committee is one of four (4) committees that comprise the Faculty Senate Research and Creative Works Council, which is charged with oversight of the research endeavor of the University of New Mexico (UNM) including both “big-science” and smaller, unfunded or underfunded creative works.

POLICY STATEMENT

The University Press Committee provides general supervision of the editorial policies and publishing operations of the University Press. ~~is vested in a committee so named.~~ The Committee ~~it is~~ the custodian of the University imprint for all publications issued by the Press and has general responsibility for the critical reading of manuscripts submitted for publication and for the ultimate acceptance of such manuscripts. The Committee makes recommendations to the UNM administration regarding the appointment of the Director of the Press. The Committee submits through the Research and Creative Works Council to the Faculty Senate an annual report on the state of the University Press. ~~(The UNM Printing Plant is a separate department of the University and not under the jurisdiction of the University Press Committee.)~~

Membership: The Director of the University Press and twelve (12) faculty members, appointed by the Faculty Senate in consultation with the Director of the Press. No more than two (2) members shall be from any one department. The terms of office shall be for three (3) years, set up on a staggered basis so that the terms of four (4) members will expire each year. A member may be appointed for a second three-year term. The Chair is elected by the Committee.

APPLICABILITY

DEFINITIONS

No specific definitions are required for the Policy Statement.

Revisions to the remaining sections of this document may be amended with the approval of the Faculty Senate Policy and Operations Committee in consultation with the responsible Faculty Senate Committee listed in Policy Heading.

WHO SHOULD READ THIS POLICY

- Academic chairs, directors, and deans
- Non-academic managers and directors
- Vice presidents and other executives

RELATED DOCUMENTS

Faculty Handbook:

Policy A51 “Faculty Constitution”

Policy A53 “Development and Approval of Faculty Policies”

Policy A60 “Faculty Senate Bylaws”

Policy A60.1 “Faculty Senate Councils and Committees”

Policy A65 “Research and Creative Works Council”

CONTACTS

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

PROCEDURES

The University Press Committee will schedule regular meetings. The Committee Chair will report Committee recommendations through the Research and Creative Works Council for consideration by the Faculty Senate.

HISTORY

DRAFT HISTORY

October 11, 2019—Draft updated for minor editorial changes.

January 30, 2018—Draft updated recent updates since 5/5/17 per Faculty Senate website.

May 15, 2017 –Minor revisions to and renumbering of the policy to address changes to Policy A60 “Faculty Senate Bylaws” resulting from reorganization of the Faculty Senate.

C230: Military and Related Service Leave of Absence

Approved By: Faculty and Board of Regents

Effective Date: **Draft 2/12/19**

Responsible Faculty Committee: Policy Committee

Office Responsible for Administration: Office of the Provost

Legend: **Red highlights**—changes from current policy.

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

POLICY RATIONALE

The University of New Mexico (UNM) recognizes the need of some faculty to fulfill military obligations.

POLICY STATEMENT

Any full-time member of the faculty on regular (i.e., not temporary) appointment as instructor or above is eligible for Military **and Related Service** Leave “military leave” of Absence upon presentation of official military orders indicating that he/she the faculty member is entering active military duty or related service. When a Military Leave of Absence is granted for active duty for training or local emergency during the period of a regular contract (whether nine-, ten-, or twelve-month), UNM will continue to pay the faculty member's salary, uninterrupted, up to a maximum of fifteen (15) working days per calendar year (see 20-4-7 New Mexico Statutes Annotated, 1978 Compilation).

When a Military Leave of Absence is granted for active duty other than annual duty for training or local emergency, such leave is without pay. Unless called to active duty for a "local emergency," faculty may not receive Military Leave of Absence with pay during the period of a summer session supplemental contract.

In accordance with Section B Policy on Academic Freedom and Tenure, subsection B3, “If a faculty member goes on leave of absence without pay for a semester or more during a year of probationary service, the probationary period will normally, upon timely request of the probationary faculty member, be suspended for the duration of the leave, and subsequent mid-probationary and tenure reviews will be one full year later.”

APPLICABILITY

All UNM academic faculty and administrators, including the Health Sciences Center and Branch Community Colleges.

DEFINITIONS

Refer to [University Administrative Policy 3425 “Military and Related Service Leave”](#)

Revisions to the remaining sections of this document may be amended with the approval of the Faculty Senate Policy and Operations Committee in consultation with the responsible Faculty Senate Committee listed in Policy Heading.

WHO SHOULD READ THIS POLICY

- Faculty
- Department Chairs
- Academic deans and other academic administrators and executives

RELATED DOCUMENTS

[UNM Regents’ Policy Manual Policy 5.3 “Leaves of Absence”](#)
[Faculty Handbook Section B Policy on Academic Freedom and Tenure, subsection B3](#)
[University Administrative Policy 3425 “Military and Related Service Leave”](#)

CONTACTS

Direct any questions about this policy to the UNM Office of the Provost or HSC Chancellor.

PROCEDURES

[Applicable procedures pertaining to federal and state laws and regulations for military and related service leave are discussed in University Administrative Policy 3425 “Military and Related Service Leave.”](#)

Tenure Clock

[Deans, department chairs, and program directors should help faculty members to make an informed decision about suspending the probationary period. If the length of the military leave is undetermined or results in a significantly shorter or longer duration than first anticipated, the faculty member may request to change their tenure clock decision by contacting the Provost or Chancellor within two \(2\) months after returning from military leave. Any changes are subject to approval by the Provost or Chancellor.](#)

DRAFT HISTORY

[February 12, 2019 – Draft incorporated December Policy Committee discussions](#)

November 27, 2018 – Preliminary draft for consideration by Policy Committee.

HISTORY

August 29, 1978—Approved by the Board of Regents

May 10, 1978—Approved by Faculty

May 18, 1975 May 18, 1975—Approved by Board of Regents

April 8, 1975—Approved by Faculty

February 1, 1975—Approved by the Board of Regents

March 14, 1974—Approved by the Board of Regents

March 12, 1974—Approved by Faculty

COMMENTS TO:
handbook@unm.edu

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FW: C230: Military Leave of Absence

Candyce Torres <ctorres@unm.edu>

Wed 12/4/2019 12:04 PM

To: Leslie Oakes <loakes@unm.edu>; Carol Stephens <stephens@unm.edu>
FYI.

Thank you,
Candyce

From: Office of the Secretary <univsec@unm.edu>
Sent: Wednesday, December 4, 2019 11:17 AM
To: Candyce Torres <ctorres@unm.edu>
Subject: FW: C230: Military Leave of Absence

From: Stephen H Hernandez <SHHernandez@salud.unm.edu>
Sent: Wednesday, December 4, 2019 10:40 AM
To: Office of the Secretary <univsec@unm.edu>
Subject: C230: Military Leave of Absence

Good morning!

I am a member of the Air Force Reserve, and I saw that Policy C230: Military Leave of Absence had last been approved on 8/29/78. Federal law regarding military leave has changed substantially since that time, and the policy is not consistent with current federal law. My recommendation would be to mirror the policy to University Administrative Policy 3425: Military and Related Service Leave (policy.unm.edu/university-policies/3000/3425.html) dated 11-25-14.

Please let me know if you have any questions or if I can be of assistance.

Thank you,

Stephen

Stephen H. A. Hernandez, PhD, RN
Associate Professor
University of New Mexico
College of Nursing
MSC07 4380, Box 9
1 University of New Mexico
Albuquerque, NM 87102
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Fax: 505-272-9345

UPS, FedEx, etc. deliveries:
1650 University Blvd NE, Suite 3600C

UNM Board of Regents Policy Manual

This Manual sets forth policies adopted by the Board of Regents for the governance of the University of New Mexico.

The *Board of Regents' Policy Manual* shall be controlling in any matters in which there is an inconsistency between the *Faculty Handbook* or the *University Administrative Policy and Procedures Manual* and the *Board of Regents' Policy Manual*.

Faculty Handbook

Policies pertaining primarily to faculty and academic matters in compliance with the *Regents' Policy Manual*.

The *Faculty Handbook* shall be controlling in any faculty and academic matters in which there is an inconsistency between the *Faculty Handbook* and the *University Administrative Policies and Procedures Manual*, the *University Catalog*, or the *Pathfinder*.

University Administrative Policy and Procedures Manual (UAPPM)

UAPPM policies implement the policies in the *Regents' Policy Manual*.

UAPPM is intended to address administrative policies and procedures. It does not contain academic policies, which are published in the *Faculty Handbook*.

UNM Catalog

The UNM Catalog is UNM's primary and comprehensive single source of departmental, college and university-wide information related to academic programs. Must align with *Regent*, *Faculty Handbook*, and *UAPPM* policies.

Colleges and departments may have individual policy and procedure documents that establish specific guidelines for personnel in those organizations. These individual organizational guides must be consistent with the *UAPPM* and *Faculty Handbook*. Where conflict may exist, the *UAPPM* or *Faculty Handbook* shall prevail.

Pathfinder-- UNM Student Handbook

Most policies referenced in *The Pathfinder* can be found in the four policy manuals: *Board of Regents' Policy Manual*, *Faculty Handbook*, *UAPPM*, *UNM Catalog*.

Executive Division Policies

College/School Policies

Division Policies

Unit Policies

Departmental Policies

Policy Committee Work Status Table (updated 1/27/20)

(Rows shaded orange indicates active with FSPC; shaded purple indicates on hold pending action by another group)

Policy #	Brief Title	Date Last Revised	Date Added to List	Summary of Recommended Action	Related Documents & Notes or Concerns	Target Cycle	FSPC Action	Campus Comment Period	Faculty Senate Action	FH Status
NA	Policy Approval Table	N/A	November 2015	Identify the required approvals for all FH Policies						
A52.1.1	FMRC Charge		Feb 2018	Recommended by AF&T linked to C07		Spring '20	AF&T and FSPC approved 3/7/18 to go to Operations. Operations placed on hold pending review.			
A53.1	Policies Applicable to Faculty	4/20/2018		Update to reflect new and revised policies		Fall '19	FSPC approved 12/4/19; Needs Operations approval	NA	NA	
A60	Faculty Senate Bylaws	4/27/04	11/4/15	Major changes required to reflect the Faculty Senate restructure. COG taskforce asked FSPC to add reference to RPM 1.7. Final action awaiting FS report to COG		Spring '20	Drafts reviewed by FSPC 2/7/18 & 3/24/19 and sent to Operations 2/27/18 & 3/24/19 for review. Operations is reviewing drafts			
A61 – A70	Council and Committee Charges			Charges need to be developed for new councils and committee charges need to be revised to reflect FS restructure in accordance with revision of A60 above		Spring '20	Drafts were sent by OUS to the Chairs to review with responses due Dec 15. Comments received on 8 drafts, waiting for comments on remaining 11 drafts.			
A61.8	Faculty Ethics and Advisory Committee	unknown	June 2015	The Ethics Committee wants to update their charge. Referred to AF&T		Spring '20	AF&T recommendation for the FMRC linked to C07 being discussed with Operations on hold			
Sec B	AF&T			Hasn't been updated for approx. 20 years. AF&T has appointed a task force to review			Sec B taskforce working on revisions to Sec B policies			
C05	Rights and Responsibilities at UNM	July 1982	12/2/15	COG taskforce asked FSPC to perform a comprehensive review. AF&T recommend change to State of Emergency and move disciplinary language to C07		Fall '19	FSPC and AF&T requested Faculty Senate approval to remove the policy. FSPC Chair presented request to FS 11/26/19. FS indicated they would take action in Jan 2020.			
C07	Faculty Disciplinary Policy	3/22/11	5/6/15	Assigned to AF&T for review. 1) need to add peer hearing procedures. 2) C Parker has implementation concerns. Stephens working with AF&T on revision		Spring '20	1) AF&T and FSPC requested moving of current C07 and 4 other policies to Section B 2)) AF&T and FSPC approved revised draft 3/7/18 to go to Operations. Operations placed on hold pending review.			
C50	Faculty Contracts	unknown	3/6/14	Update and possibly remove annual leave issues if C205 developed			Referred to C Parker. C Parker has left. Need to discuss at future mtg.			
C150	Political Activities of UNM faculty	Sept 1970	12/2/15	COG taskforce asked FSPC to perform a comprehensive review.			FSPC briefly reviewed; will take up in Fall 2019			
C170	Endowed Chairs	10/15/13		Add definitions for endowed chairs and named professors.	Related to Sec B issues above		AF& T reviewing as part of Sec B Taskforce work.			
C190	Lecturer Reviews	1/27/20		Section B Taskforce believes this belongs in Sec B			AF&T and FSPC requested moving current C190 to Section B. Sec B Taskforce reviewing current policy.			

C200	Sabbatical Leave	05/14/04	01/29/14	Good enough for now, but needs to be updated.	RPM 5.4; May require BOR approval	???	1) AF&T and FSPC requested moving current C200 to Section B. Then Sec B taskforce will address proposed changes. 1/13/17 FSPC Addressed campus comments and sent draft to AF&T for review.	2/18/15 to 3/20/15		
C205	Annual Leave	Unknown	01/29/14	Propose a policy be written that reflects current practice and removes annual leave information from C50 Faculty Contracts Policy	C50, RPM 5.4; May require BOR approval. Look at HSC policies for outside work	Depends on C50	Tied to C 50 included in memo to be sent Parker to remind her. Need to discuss at future mtg.			
C210	Sick Leave	08/29/78	01/29/14	Out of date. Needs to be completely rewritten	C50 RPM 5.4; May require BOR approval		Discussed at 2/4/15 meeting. Per FSPC Chairs leave alone.			
C225	Professional Leave	8/29/78	11/4/15	COG taskforce asked FSPC to add reference. FSPC identified a few other required changes		Spring '17	Approved by OPS for campus comment.	Ends 4/19/16	Approved by FS 4/26/16	Needs approval of faculty and Regents
C230	Military Leave	8/29/78	10/13/14	Review for consistency with revised admin policy; need to address tenure and also new military recruiting policy which Kim will send me	UAP 3425 Military recruit law	???	FSPC to review policy for faculty concerns at 2/4/20 meeting. At 2/13/19 mtg approved revised draft, but requested it go to AF&T for review.			
C240	LOA Incident to Political Activity			See C 150 above			On FSPC 2/13/19 agenda. Needs further discussion			
C250	Academic Leave for Lectures	10/8/13	July 2015	Section B Taskforce believes this belongs in Sec B. Need to align with proposed changes to Sabbatical		??? depends on C200	AF&T and FSPC requested moving current C250 to Section B. Sec B Taskforce reviewing current policy. FSPC needs to discuss and decide if to move off list re C200 Sabbatical & AF&T's request not to change.			
C305	Emeriti Policy	4/27/10	12/20/15	Add dept. processes and criteria for emeriti status.			Under consideration by AF&T			
D75	Classroom Conduct	Unknown	10/5/16	Reassign from info item to Policy document put in new format. Address Copyright issues			On FSPC 3/6/19 agenda. Needs further discussion			
D170	Student Attendance	unknown	12/2/15	COG taskforce asked FSPC to perform a comprehensive review. Taskforce work progressing	Pathfinder, Dean of Students pro, Catalog	Fall '19	FSPC made changes to address campus comments. FSPC to consider adding guidelines for attendance accommodation. On Nov 6, 2019 agenda	1/30/19 – 3/1/19 2nd CP 9/25/19 - 10/25/19		
D175	Student Grievance Procedure	5/13/2014	June 2016	Inconsistencies between Pathfinder and FH; identified by DOJ as needing immediate attention			Awaiting Approval by President Stokes.	4/7/17-5/10/17 2/13/19 to 4/13/16	Approved by FS 9/24/19	
D176	Graduate Student Grievance	3/1/17		Remove graduate students from d175 and expand D176			Awaiting Approval by President Stokes.	2/13/19 to 4/13/16	Approved by FS 9/24/19	
E40	Research Misconduct	4/13/04	9/2015	Address ORI Concerns	RPM 5.13 may need to be revised.	Fall '17	ORI endorses per Dr Larson. RPM 5.13 may need to be revised.	4/7/17 to 4/21/17	Approved by FS 4/25/17	Posted Sept 2017 May need to be approved by Regents—previous versions were
F90	Branch AF&T	1/27/20		Section B Taskforce believes this belongs in Sec B.			AF&T and FSPC requested moving current F90 to Section B.			78

Recently Completed Work

A53.1	Policies Applicable to Faculty	12/22/2015	3/27/2018	Update to reflect new and revised policies		Spring '18	Approved by FSPC 4/4/18	NA	Approved by Operations April 2018	Posted
A61.6	IT Use Committee		6/7/17	IT Use Committee requested changes		Spring '18	Approved by FSPC 4/4/18	3/23/18 - 4/22/18	FS Approv. 4/24/2018	Posted
A66	Policy Committee	11/27/07	6/7/1715	Update Committee membership.		Fall '17	FSPC approved draft	10/13/17 11/13/17	FS Approv. 11/28/2017	Posted
A91 Standard	Research Centers and Institutes	4/28/15		Need to post standard on FH webpage						POSTED to FH Resources page
C20	Employment of UNM graduates	03/12/51	01/29/14	Comprehensive review to address diversity and recruitment & NM Minority Doctoral Loan-for Service Program	RPM 5.3 Does not need to be revised	Fall '17	FSPC and Operations recommended deletion, but based on campus comments revised draft to reflect current practices	4/17/17 – 5/18/17 & 10/13/17 11/13/17	Approved by FS 11/28/2017	Posted
C290	Ombuds for Faculty	new	May 2016	The C09 Respectful Campus Taskforce suggested the Handbook needed a policy on Ombuds for Faculty similar to the staff policy			FSPC approved 12/5/18 to go to Operations to go out for campus comment		Approved by FS 4/23/19	Posted to FH
D50	Assignment of Credit Hours	NEW	2/26/18	HLC requires an institutional policy	Glossary of Terms Catalog	Spring '18	Out for campus comment. FSPC approved draft	3/23/18 - 4/22/18	Approved by FS 4/24/2018	Posted
D90	Posthumous Degrees			Revise to address new situations		Fall '17	FSPC approved; Approved by OPS for campus comment.	10/13/17 11/13/17	Approved by FS 11/28/2017	Posted
E40	Research Misconduct	4/13/04	9/2015	Address ORI Concerns	RPM 5.13 may need to be revised.	Fall '17	ORI endorses per Dr Larson. RPM 5.13 may need to be revised.	4/7/17 to 4/21/17	Approved by FS 4/25/17	Posted Sept 2017
E90	Human Beings as Subjects in Research	11/15/1966	1/27/16	IRB and Dr. Larson propose revisions	RPM 5.13 & 5.14; FH E40	Fall '17	ORI endorses per Dr Larson. RPM 5.14 may need to be revised.	March 2017	Approved by FS 4/25/17	Posted Sept 2017
E110	Conflict of Interest in Research	5/12/2003	5/2017	Coffee Brown requesting change to definition of significant financial int.	RPM 5.10	No action	Policy Committee not making requested change on advice of legal FSPC advised by legal counsel proposed change is contrary to state law.			Issue Closed—No changes on advice of legal
F10	Role and Functions of UNM Branch ...		4/20/17	Branch campus taskforce working on updating policies			FSPC approved; Approved by OPS for campus comment.	10/13/17 11/13/17	Approved by FS 11/28/2017	Posted
F70	Articulation, Degree Approval ...		4/20/17	Branch campus taskforce working on updating policies		Spring '18	FSPC addressed campus comments, FSPC approved to go out for subsequent comment period.	2/27/18 – 3/29/18 October 2018 ???	Approved by FS 1/22/19	Posted Feb 2019
F80	Representation on FS and Its Committees		4/20/17	Branch campus taskforce working on updating policies		Spring '18	FSPC approved 12/6/17, Operations approved to go out for campus comment.	2/27/18 – 3/29/18	Approved by FS 4/24/2018	Posted
F90	AF&T Appointment and Grievance Procedures		Oct 2017	Branch campus taskforce working on updating policies			Approved by AF&T and FSPC. Went to faculty for vote and was approved.		Approved by full faculty in Nov 2017	Posted
F100	Teaching Load		4/20/17	Branch campus taskforce working on updating policies			Approved by AF&T and FSPC. Went to faculty for vote and was approved.		Faculty Approved Nov 2017	Posted