

Faculty Senate Policy Committee
Meeting Agenda, Scholes Hall Room 101, October 2, 2019, 3:30 – 5:00 pm

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

Updates

1. Update on” **D175** “Undergraduate Student Conduct and Grievance Policy” **and D176** “Graduate and Professional Student Conduct and Grievance Policy”

Agenda Topics

Consent Agenda Topics: None

Action Items

1. Faculty Senate Bylaws, Council, Committee Charges **pg. 1**

Discussion Items

1. Consensual Relationships Policy Taskforce **pg. 65**
2. Update on **D170** “Student Attendance” comments received to date **pg. 127**
3. Alignment of UNM policies and Approvals of Policies in the Faculty Handbook **pg. 136**
4. Work Status Report **pg. 141**

A60: Faculty Senate Bylaws

(Revised due to Faculty Senate Restructure)

Approved By: Faculty Senate

Effective Date: **Draft 8/8/19**

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 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 Regents, administration 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? This should probably be clarified.

(f) If the President or President-Elect does not complete ~~his or her~~ [their](#) 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 [their](#) ~~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.

Question: Seems like there may be a loop that needs to be closed. If Operations refers a recommendation back to the committee for further study, what happens if after further study the committee wants to send the recommendation forward for Senate consideration, but Operations disagrees with the recommendation? Can Operations refer it back to the committee again? If so, how and when is the loop closed?

- (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.

Question: Is this the required process? I think a number of committees are working directly with the applicable administrative units on issues without going through the Operations Committee, for example the Information Technology Committee, Policy Committee, and Faculty Staff Benefits Committee. This should probably be clarified.

(h) Function as a committee on committees. (Recommend to the [Faculty Senate](#) the appointment of [council and](#) committee members and chairpersons.)

(i) Assist the President and President-Elect in representing the faculty before the Regents and administration, on an as needed basis.

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

(k) Serve as liaisons with Faculty Senate Councils, with an individual Operations Committee member assigned to work with 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 (if not current members of the Faculty Senate) 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.

G. 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 through their respective council to the [Faculty](#) Senate Operations Committee, and have their faculty membership appointed by the [Faculty](#) Senate. Committee membership and responsibilities are delineated in the respective committee charge policy.

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.

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

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 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 [\(2\) 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 [\(2\)](#) 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 [new](#) committees [without an approved committee charge policy](#) ~~not presently~~ listed in the Faculty Handbook, the composition will be determined by the Operations Committee. [The committee charge policy should be developed and approved by the Faculty Senate as soon as practical.](#)

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 8, 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.
November 25, 2015—Revised draft in new format with references added.

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

A61: Academic Council

(New Policy due to Faculty Senate Restructure)

Approved By: Faculty Senate

Approved: **Draft 3/12/19**

Responsible Faculty Committee: Academic Council

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 action.

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** ~~decisions~~ 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
- ~~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 Associate Vice President for Enrollment Management.

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" (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

[March 12, 2019 – Draft reflect 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 7/16/19**

Responsible Faculty Committee: Admissions and Registration 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** recent recommendations on member terms for consideration.

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

A61.2z: Faculty Senate Curricula Committee (FSCC)

Approved By: Faculty Senate

Last Updated: **Draft 7/16/19**

Responsible Faculty Committee: Faculty Senate Curricula 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 recent updates since 5/5/17 per Faculty Senate action. **Purple text** are recent updates since 5/5/17 per Faculty Senate action and recent recommendations on member terms for consideration.

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 responsible for maintaining and enhancing the quality of education and the curricula in 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 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 ~~C~~), 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:

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 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 to ten 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 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 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 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

[July 16, 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 7/16/19**

Responsible Faculty Committee: Senate Graduate and Professional 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 and recent recommendations on member terms for consideration.

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 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 the University and its graduate and/or 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;
- (2) participating, together with members of the Faculty Senate Curricula and Undergraduate Committee (FSCC), in periodic reviews of instructional units and programs;
- (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) coordinating and monitoring graduate/professional 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 and/or 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 Committees from its membership: Architecture and Planning, Education, Engineering, Fine Arts, Law, Management, Medical Sciences, Nursing, Pharmacy, ~~Public Administration~~; 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, 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 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-year term, but does not represent his/her College (School or Division). Rather the College (School or Division) Graduate Committee whose representative assumes the chair will choose a new representative to serve out the chair's term or begin a new two-year term, as appropriate.

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

Charge to College Graduate Committees

1. Within the college/school/or division, the graduate and/or 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 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 faculty for courses receiving graduate credits; (c) endorsement of standards for appointment of graduate, teaching, research and project assistants; (d) receiving and processing petitions on behalf of individual graduate and/or 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 Senate Graduate/ Professional Committee.
3. The graduate and/or 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:

[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

[July 16, 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

A61.4 ~~A61.18~~ **Teaching Enhancement Committee**

Approved By: Faculty Senate

Last Updated: **Draft 7/16/19**

Responsible Faculty Committee: Teaching Enhancement 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. **Purple text** recent recommendations on member terms for consideration.

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 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 contemporary and developing tools for teaching quality and productivity;
- (6) serving as an advisory committee to the 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;

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

(9) 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.

[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, 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:

[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 A65](#) "Research and Creative Works 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.](#)

~~No procedures needed at this time~~

HISTORY

March 22, 2011 – Approved by Faculty Senate

DRAFT HISTORY

[July 16, 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 7/16/17

Responsible Faculty Committee: Athletic Council

Office Responsible for Administration: Office of University Secretary

Legend: Black text is unchanged text from current policy. **Red text** are minor changes to current policy based on Special Rules approved by Faculty Senate in 2015, the original 2012 proposal, and the proposed revision to Policy A60 "Faculty Senate Bylaws." **Blue text** are suggested changes or additions to the information provided by the Special Rules.

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

POLICY RATIONALE

The Athletic Council is charged with oversight of intercollegiate and intramural athletics. The purpose of the Athletic Council is to support the personal and academic welfare of the University of New Mexico (UNM) 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. In formulating policy, the Athletic Council shall:

- (a) Maintain a position in favor of high scholastic standards for intercollegiate athletics;
- (b) Maintain a position in favor of high standards of institutional and personal 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.

The duties of the Athletic Council are further defined as:

- (a) Transmit to the President and Faculty Senate at the beginning of each calendar year a report to include information on athletic scholarships and financial aid given to athletes, current review of the graduation rates of student athletes, 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 recommendations concerning the administration of athletic programs from the perspective of the academic performance of student athletes.

(b) Encourage ethical conduct in intercollegiate sports at UNM.

(c) 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) Review criteria for admission and eligibility of student athletes, and policies regarding student athletes' progress towards degrees.

(e) Review and monitor UNM's athletics programs for compliance with NCAA and MWC rules and regulations including the review of periodic compliance reports.

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

(g) Review and make recommendations regarding conference affiliations and other intercollegiate relationships.

(h) Review at the end of each academic year the list provided by the Vice President for Athletics of student athletes whose scholarships or financial aid are not being renewed, including the reason for each action.

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

(j) Consult with the Vice President for Athletics on policies and procedures for the annual evaluation of coaches and athletic staff.

(k) Review and make recommendations regarding appeals of student athletes on academic and athletic matters.

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

Voting members of the Council are: the Chair (elected to a two-year term by a vote of the members of the twelve (12) faculty members of the Council, the majority of whom should be tenured) 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 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 undergraduate

~~student members; one graduate student member; one (1) alumni member; and, also, Ex-officio, non-voting members of the Council 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:

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

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 3/24/19**

Responsible Faculty Committee: Business Council

Office Responsible for Administration: Office of University Secretary

Legend: Red text is from Special Rules approved by Faculty Senate in 2015, the original 2012 proposal, and the proposed revision to Policy A60 "Faculty Senate Bylaws." Blue text are suggested changes or additions to the information provided by the Special Rules.

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** ~~decisions~~ 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 Staff Benefits Committee
- Government Relations Committee
- Information Technology **Use** 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.

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 A63.1 "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 ~~Use~~ 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

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 3/24/19**

Responsible Faculty Committee: Budget Committee

Office Responsible for Administration: Office of University Secretary

Legend: Black text is unchanged text from current policy. **Red text** are minor changes to current policy based on Special Rules approved by Faculty Senate in 2015, the original 2012 proposal, and the proposed revision to Policy A60 "Faculty Senate Bylaws." **Blue text** are suggested changes or additions to the information provided by the Special Rules.

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:

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

[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 7/16/19

Responsible Faculty Committee: Campus Development Advisory Committee

Office Responsible for Administration: Office of University Secretary

Legend: Black text is unchanged text from current policy. **Red text** are minor changes to current policy based on Special Rules approved by Faculty Senate in 2015, the original 2012 proposal, and the proposed revision to Policy A60 "Faculty Senate Bylaws." **Blue text** are suggested changes or additions to the information provided by the Special Rules. **Purple text** recent recommendations on member terms for consideration.

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 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. [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.](#)

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 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

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

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 7/16/19**

Responsible Faculty Committee: Faculty and Staff Benefits Committee

Office Responsible for Administration: Office of University Secretary

Legend: Black text is unchanged text from current policy. **Red text** are minor changes to current policy based on Special Rules approved by Faculty Senate in 2015, the original 2012 proposal, and the proposed revision to Policy A60 "Faculty Senate Bylaws." **Blue text** are suggested changes or additions to the information provided by the Special Rules. Purple text are recent recommendations on member terms for consideration.

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; and one (1) retiree appointed by the Retiree Association. 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.

Non-voting. (Ex-officio members): [Senior Executive](#) 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:

[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

[July 16, 2019 – Draft updated to include recommendation for 3-year terms.](#)

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 7/16/19**

Responsible Faculty Committee: Governmental Relations Committee

Office Responsible for Administration: Office of University Secretary

Legend: Black text is unchanged text from current policy. **Red text** are minor changes to current policy based on Special Rules approved by Faculty Senate in 2015, the original 2012 proposal, and the proposed revision to Policy A60 "Faculty Senate Bylaws." **Blue text** are suggested changes or additions to the information provided by the Special Rules. **Purple text** recent recommendations on member terms for consideration.

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. The terms are set up on a staggered basis so that the terms of approximately one-third (1/3) of members will expire each 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

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

[July 16, 2019 – Draft updated to include recommendation for 3-year terms.](#)

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

A63.5 ~~61.6~~: Information Technology Use Committee (Previously A61.6)

Approved By: Faculty Senate

Last Updated: November 22, 2011 **Draft 7/16/19**

Responsible Faculty Committee: Information Technology Use Committee

Office Responsible for Administration: Office of the University Secretary

Legend: Purple text recent recommendations on member terms for consideration.

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

POLICY RATIONALE

The Information Technology (IT) Committee is the voice of the faculty in the co-governance of IT matters. The IT 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 Information Technology Use Committee, in cooperation with UNM IT and other core technology providers, is advisory to the office of the Provost/Vice President for Academic Affairs on all matters relating to technology access. The IT Committee represents and reports to the Faculty Senate through regular procedures and submits a yearly report to the Senate. In cooperation with UNM IT and other core technology providers, the IT Use Committee acts in collaboration with the IT Academic Technologies Advisory Board and the IT Research Technologies Advisory Board to provide review of and recommendations regarding administration, purchasing, use, and implementation of IT systems and applications. Through communication with the academic, research, and administrative units, the IT Use Committee represents the needs and concerns, particularly of the academic and research communities, for computing resources and information technology needs. The Chair of the IT Use Committee is a voting member of the IT Academic Technologies Advisory Board and the IT Research Technologies Advisory Board. The Committee's purview includes, but is not limited to, soliciting faculty feedback, assessment and articulation of faculty needs; advocacy of innovative and effective instructional and research technologies; active participation in IT strategic planning; advice on IT budgets; recommendations for priorities; and liaison with academic, research, and as well as administrative computer users.

Membership: Sixteen (16) voting faculty which will include one (1) faculty member from a Branch Community College; fourteen (14) faculty members from Main, HSC, and Law campuses representing at least three (3) schools and colleges none of whom are from the same department; and one (1) faculty member from the Faculty Senate Research Policy Committee. Voting membership will also include four (4) student representatives which will include two (2) students from ASUNM and two (2) students from GPSA. The UNM Chief Information Officer (CIO), Senior Vice Provost for Academic Affairs, and the Vice Chancellor for Academic Affairs will serve as ex-officio, non-voting members. If unable to attend a Committee meeting, an ex-officio member may send a designee subject to approval by the Committee.

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 shall be for two (2) years, set up on a staggered basis so that the terms of at least six (6) members will expire each year. Members can be appointed for a second two-year term. A Chair is elected by the Committee and normally will serve a renewable two-year term. In addition to the Committee members, subcommittee membership will be augmented with other faculty, administrators, staff, and students as required for specific subcommittee tasks.

APPLICABILITY

All UNM units, including the Health Sciences Center and Branch Community Campuses 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" NOTE: draft awaiting approval

Policy A63 "Business Council" NOTE: draft awaiting approval

University Administrative Policy and Procedures Manual

[2500: Acceptable Computer Use](#)

[2510: Computer Use Guidelines](#)

[2520: Computer Security Controls and Access to Sensitive and Protected Information](#)

[2530: Remote Electronic Input to the Financial Accounting Systems](#)

[2540: Student Email](#)

[2550: Information Security](#)

[2560: Information Technology \(IT\) Governance](#)

[2570: Official University Webpages](#)

[2580: Data Governance](#)

[2590: Access to Administrative Computer Systems](#)

CONTACTS

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

PROCEDURES

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

HISTORY

March 22, 2011 – Approved by Faculty Senate

DRAFT HISTORY

[July 16, 2019 – Draft updated to include recommendation for 3-year terms.](#)

March 8, 2018 – Revised to reflect 3/7/18 FSPC meeting recommendations.

January 20, 2018 – Revised to address latest request to exempt HSC from the Policy and align with new Faculty Senate structure

November 14, 2017 – Revised draft to address HSC concerns.

April 3, 2017 – Revised draft to include IT Committee's recommended changes.

A64: ~~61.23~~ Health Sciences Center Council

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

Approved By: Faculty Senate

Approved: Draft 7/16/19

Responsible Faculty Committee: Health Sciences Center Council

Office Responsible for Administration: Office of University Secretary

Legend: Black text is unchanged text from current policy. **Red text** are minor changes to current policy based on Special Rules approved by Faculty Senate in 2015, the original 2012 proposal, and the proposed revision to Policy A60 "Faculty Senate Bylaws." **Blue text** are suggested changes or additions to the information provided by the Special Rules. **Purple text** recent recommendations on member terms for consideration.

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, including the School of Medicine.

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.

Voting members of the Council are: the Chair (elected to a two-year term by a vote of the members of the Council), Membership shall consist of all duly elected senators members of the Faculty Senate representing from the HSC campus, and the chairs of any committees of the Council (both standing and ad-hoc committees of the Council, appointed by the Council Chair. The Health Sciences Vice Chancellor for Academic Affairs is an ex-official, non-voting member of the Council. 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.

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

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

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 1/30/18

Responsible Faculty Committee: Research and Creative Works Council

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 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~~ decisions 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 Research and Creative Works Council shall consist of the following Faculty Senate committees:

- ~~Honorary Degree Committee~~
- Library Committee
- Research Allocations Committee
- Research Policy Committee
- University Press Committee

Members of the Research and Creative Works 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 the Vice-President for Research and the HSC Vice-Chancellor 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](#) “Honorary Degree Committee”

[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

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 3/12/19**

Responsible Faculty Committee: Library 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. **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 Library Committee is one of **four (4)** ~~five (5)~~ 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 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/~~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

[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.

A65.2 A61.15 **Research Allocations Committee**

Approved By: Faculty Senate

Last Updated: **Draft 7/16/19**

Responsible Faculty Committee: Research Allocations 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. **Purple text** are recent updates since 5/5/17 per Faculty Senate website and recent recommendations on member terms for consideration.

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 Allocations Committee (RAC) is one of **four (4)** ~~five (5)~~ 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 mission of the RAC funding is to support the career development of faculty (research and creative works) who are in various stages of career development, but priority will be given to faculty who are: 1) in the early stage of their careers, 2) embarking upon new directions, or 3) in fields and disciplines where there is limited funding.

The RAC supervises and allocates the Faculty Research Fund. This policy document provides policies and the procedures for grant application, approval, acceptance, and administration. It also defines the structure and composition of RAC.

POLICY STATEMENT

RAC receives requests from faculty members for grants-in-aid, determines faculty eligibility for grants from the fund and the amount of such grants, and appraises the merits of proposed research projects as well as the productivity of the applicants.

RAC shall communicate and meet with the Vice President for Research or his/her designated representatives. The Committee shall formally meet periodically during fall and spring semesters to discuss the availability and allocation of funds.

Committee Membership

Twelve (12) members appointed by the Faculty Senate; of these twelve (12), at least one (1) shall be selected from each of the following seven (7) areas:

1. Physical Sciences--chemistry, earth and planetary, mathematics and statistics, physics and astronomy.
2. Life Sciences--biology, psychology.
3. Social Sciences--anthropology, "business and administrative sciences", economics, geography, history, law, political science, sociology.
4. Engineering--all departments of the School of Engineering.
5. Education--all departments of the College of Education.
6. Humanities--architecture, English, journalism, foreign languages and literatures, Spanish and Portuguese, philosophy, communication.
7. Fine Arts--all departments of the College of Fine Arts.

The term 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. service shall be two (2) years. Committee members may be elected to a second two-year term. At least one (1) year must pass before a Committee member who has served two (2) consecutive two-year terms is again eligible to serve. At the last meeting each year, the Committee shall elect a chair from the eligible membership. The Chair shall remain active through the summer session. The Chair or a designated representative shall convene the initial meeting of the new committee.

APPLICABILITY

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

Question: Does this apply to HSC—they aren't mentioned in the membership or elsewhere in the Policy?

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 Allocations Committee \(RAC\) 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

[July 16, 2019 – Draft updated to include recommendation for 3-year terms.](#)

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.

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

Approved By: Faculty Senate

Last Updated: **Draft 3/14/19**

Responsible Faculty Committee: Research Policy 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. **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 Research Policy Committee (RPC) is one of ~~four (4)~~ **five (5)** 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;~~

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

[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 3/14/19**

Responsible Faculty Committee: University Press 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. **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 University Press Committee is one of ~~four (4)~~ **five (5)** 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

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 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

[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.

FACULTY

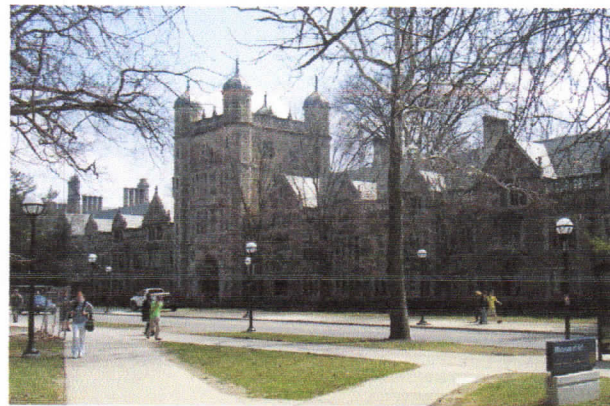
U. of Michigan Just Expanded Its Ban on Student-Instructor Romance. Here's Why.

By *Lily Jackson* | FEBRUARY 25, 2019

The three-campus University of Michigan system wants to remove any possible confusion from its policy on romantic relationships between faculty members and students.

As the #MeToo era concentrates public attention on gender-based power dynamics, many colleges have been revising their policies. But few, if any, have built out their prohibitions with as much specificity as Michigan, which last week announced its first revision since 2004.

The new policy bars professors from having romantic relationships with any undergraduate student or any graduate student who is, or who might “reasonably be expected” to someday be, under the supervision of the faculty member. Notably, the policy defines its terms — covering all types of “learners” and “leaders” — and stresses that postdoctoral fellows, teaching undergraduates, and

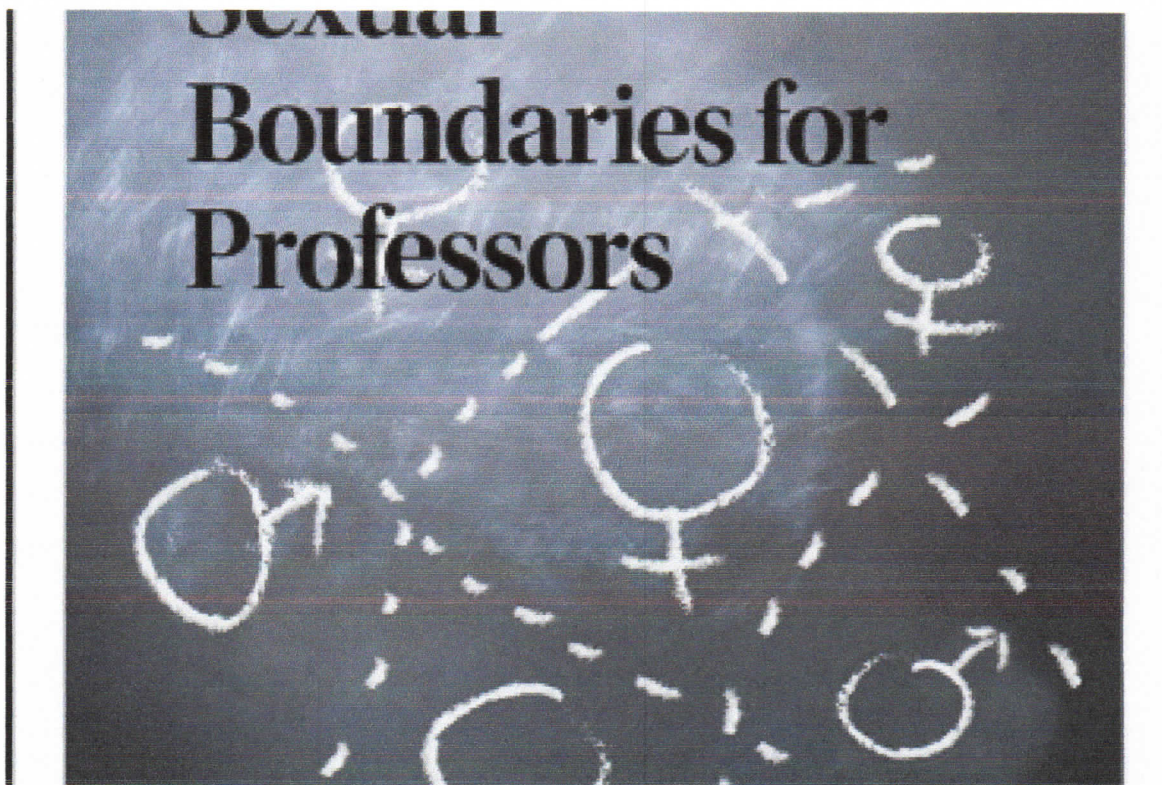


Jha4ceb at wts wikivoyage, Wikimedia Commons

The U. of Michigan at Ann Arbor and the two other campuses in the system have overhauled their policy, heralding an age of airtight rules on such potentially problematic relationships.

nondegree students, among others, are all subject to its rules. What's more, relationships banned in most cases by the policy do not require physical contact and can "exist on the basis of a single interaction."

When Professors Cross Sexual Boundaries



When faculty members impose their sexual attentions on students or junior colleagues, distress and complications often follow. The articles in this 32-page collection examine how administrators sort out what happened in such cases and resolve complaints. **Download it now.**

All of that makes for a comparatively long set of rules. At almost 5,000 words, Michigan's new policy is three times the length of Ohio State University's, four times that of Duke University's, and five times that of the University of California at Berkeley's.

The working group that designed Michigan's policy started with a broad discussion of the issue, but its mission became clear once members sat down, said Susan A. Gelman, a professor of psychology and linguistics who led the group.

The new policy was part of a rollout of several universitywide commitments to combating sexual misconduct, including mandatory training for faculty and staff members on reducing misconduct, a campaign on how to report incidents, and the start of a third campus-climate survey. If the group wanted to avoid confusion and prevent the exploitation of students, Gelman said, it wasn't going to fit into a 300-word policy.

Closing Loopholes

The policy's specificity was borne out of a desire to close loopholes. "In theory," Gelman said, "simple rules can seem clear-cut, but when you actually see what's happening on the ground, it gets important to be more specific."

The group's members had experience in handling sexual misconduct, and although #MeToo was never explicitly mentioned, Gelman said recent Title IX cases and sexual-harassment incidents were considered. In addition to their own experience, the members drew on more than 40 policies at peer universities and came up with a list of eight values at the center of the new policy.

The group also considered hypothetical situations. For instance, Gelman said, imagine a scenario in which a professor waits for final grades to go out before dating a student in his or her class. Such "what if" situations led to a more-airtight policy.

Michigan's new policy echoes recent rules changes at Duke University, the University of Mississippi, and the University of Pennsylvania, and goes to great lengths — literally and figuratively — to avoid confusion or mishap. While Michigan tightened the reins, Columbia University stuck to regulations, dating to

2015, that prohibit very straightforward conflicts of interest in a class but allow dating and sexual relationships if the student and the instructor don't share the same classroom.

When crafting universitywide policies, it's important to strive for clarity, said Scott Schneider, a lawyer specializing in Title IX issues at the firm Husch Blackwell, in Austin, Tex. Short policies, although clear, may lack the nuance needed for complicated situations, he said. Longer policies, by contrast, can create more confusion than clarity.

"Higher-education institutions, for a variety of reasons including the governance models, are complicated places," Schneider said, "and sometimes we want to flesh out all of the nuances there."

Broad, short prohibitions on student-faculty relationships have become more common, he said. Failed attempts to deter inappropriate relationships have led universities like Michigan to consider more robust policies.

Follow Lily Jackson on Twitter at @lilygjack, or email her at lily.jackson@chronicle.com.

A version of this article appeared in the March 8, 2019 issue.

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APPENDIX Z: POLICY ON CONSENSUAL ROMANTIC OR SEXUAL RELATIONSHIPS BETWEEN FACULTY AND STUDENTS

Adopted March 2002; revised July 1, 2018

Duke University is committed to maintaining learning environments as free as possible from conflicts of interest, exploitation, and favoritism.

The integrity of the student-teacher relationship is of fundamental importance to the central mission of the university. Students look to their professors for guidance and depend upon them for assessment, advancement, and advice. Faculty-student romantic or sexual consensual relationships create obvious dangers for abuse of authority and conflict of interest that can be actual, potential, and apparent.

Faculty-undergraduate student romantic or sexual relationships are problematic under any circumstance. The inherent power differential between faculty and undergraduate students undermines the possibility of meaningful consent. Such relationships introduce dynamics that detract from the educational mission of the University.

Faculty-graduate student romantic or sexual relationships are problematic if the graduate student is dependent upon the faculty member for access to research opportunities, supervision of thesis or dissertation work, and assistance in pursuing job opportunities. In addition, consensual romantic or sexual relationships between faculty and graduate students may impede the education of students not directly involved in the relationship through real or perceived unfairness in treatment or evaluation. However, romantic or sexual relationships between consenting faculty members and graduate students are unobjectionable if the faculty members and students in question do not bear an educational relationship with one another.

Undergraduate Students

Consensual romantic or sexual relationships between faculty members and undergraduate students enrolled in Duke University or participating in Duke programs are prohibited.*

Any violation of this policy with respect to undergraduates shall be deemed misconduct as that term is used in the Faculty Handbook. Violation of the policy may result in sanctions for the faculty member, including but not limited to, mandatory training or counseling, reprimand, probation, suspension, loss of privileges, demotion, removal of title(s), or termination. The relevant Dean shall determine sanctions for violations. The faculty member may appeal the Dean's decision on sanction to the Provost.

*This policy will apply to any consensual romantic or sexual relationship between a faculty member and an undergraduate student that exists on the date this policy becomes effective. However, any faculty member in such a relationship may apply to the Provost for an exception to this policy. Such application should be made within thirty (30) days of the effective date of this policy.

Graduate Students

Consensual romantic or sexual relationships between faculty members and graduate students are prohibited except under the following circumstances:

- (a) the faculty member has no current role, and is not expected to have any role in the future teaching, supervising, mentoring, or evaluating the student and the faculty member and graduate student are in different schools; or

- (b) if the faculty member and the graduate student are in the same school: (i) the faculty member has no current role, and is not expected to have any role in the future teaching, supervising, mentoring, or evaluating the student; and (ii) the faculty member reports the relationship in writing immediately to the relevant Dean, with copy to the [Institutional Ethics and Compliance Program](#), and represents to the Dean that there are no reasons that require prohibiting the relationship.

A faculty member who has had a past romantic or sexual relationship with a graduate student is prohibited from teaching, supervising, mentoring, or evaluating the student.

A faculty member is not required to report consensual romantic or sexual relationships that fall into category (a) above. A faculty member is required to report to the relevant Dean any current consensual romantic or sexual relationships that fall into category (b) above.

Any violation of this policy with respect to graduate students may be deemed misconduct as that term is used in the Faculty Handbook. Failure to report a consensual romantic or sexual relationship falling under category (b) above is a violation of this policy. Violation of the policy may result in sanctions for the faculty member, including but not limited to, mandatory training or counseling, reprimand, probation, suspension, loss of privileges, demotion, removal of title(s), or termination. The relevant Dean shall determine sanctions for violations. At his or her discretion, the Dean may appoint an existing or *ad hoc* faculty committee to advise on sanctions. The faculty member may appeal the Dean's decision on sanctions to the Provost.

Teaching Assistants, Research Assistants, Tutors, Graders, and Other Students Charged with Academic Instruction of Other Students

Consensual romantic or sexual relationships between any student charged with academic instruction and students receiving such instruction are prohibited. This applies to teaching assistants, research assistants, tutors, graders and any other students who provide academic instruction to any other student.

The relevant Dean or his or her designee is empowered to address and remediate situations in which students charged with academic instruction are involved in a consensual romantic or sexual relationship with any student subject to such instruction. Remedial measures may include regrading exams or papers or no longer allowing a student to continue serving in an instruction role. Any violation of this policy by students may violate student conduct policies.

Definitions

Duke University: Duke University and related entities, including Duke University Medical Center and Health System.

Faculty: all Duke University regular rank faculty and all non-regular-rank faculty titles in the Faculty Handbook, faculty of other institutions when teaching at Duke or in Duke programs, and faculty of other institutions who participate in Duke academic matters affecting students (*e.g.*, serving as an external review on a Ph.D. committee).

Students: all those enrolled full-time or part-time in any program of Duke University and its various schools. A student's status as "student" ceases at the time the student graduates or otherwise separates from his or her educational program at Duke. Any reference to "Graduate" students includes professional school students.

Consensual relationships: romantic or sexual relationships willingly undertaken by the parties.

NOTE: Consensual relationships between employees, including between faculty members, are covered under Duke Human Resources policies. For purposes of this policy, trainees such as postdoctoral appointees and graduate medical trainees are considered employees.

9.5 Consensual Sexual or Romantic Relationships in the Workplace or Academic Environment

This policy was last updated January 19, 2018. See the [update history](#) page for more information.

9.5.1 Introduction

Sexual or romantic relationships may raise concerns of conflict of interest, abuse of authority, favoritism, and unfair treatment when both people are in the MIT work or academic environment, and one person holds a position of power or authority over the other. These relationships may also affect others in the work or academic environment, undermining the integrity of their supervision and evaluation as well.

These concerns exist even when the relationship is considered consensual by both individuals. In some instances, consent may not be as freely given as the more senior person in the relationship believes. Also, consent may change and relationships may end, with possible adverse effects on the more junior party's education or career.

Because of the possible adverse effects on the other party and on their fellow students, co-workers, colleagues, and others, the Institute prohibits all faculty, other academic instructional staff, other employees, and other non-student **members of the MIT community** (paid or unpaid) from having sexual or romantic relationships with certain MIT students and employees, whether or not the relationship is consensual. A summary of this policy is as follows, with more detail in the noted sections:

- *Relationships with undergraduate students:* All faculty, academic instructional staff, other employees, and other non-student members of the MIT community are prohibited from having a sexual or romantic relationship with any undergraduate student in the MIT community. (See Section 9.5.3.1)
 - Note: Special rules apply to relationships of students who serve as Graduate Resident Tutors or Advisors (Section 9.5.3.1) or as Teaching Assistants, graders, or laboratory assistants. See Section 9.5.3.3.
- *Relationships with graduate students and other learners:*
 - Faculty and other academic instructional staff are prohibited from having a sexual or romantic relationship with an MIT graduate student or other learner at MIT if they have or might reasonably be expected to have academic authority over that individual (See Section 9.5.3.2).
 - Other employees whose job duties include broad influence or authority over graduate students and other learners are prohibited from having a sexual or romantic relationship with such a student or learner if the employee has or might reasonably be expected to have influence or authority over that individual (see Section 9.5.3.2).

- *Principal Investigators' relationships with graduate students or postdoctoral scholars:* Principal Investigators are prohibited from having a sexual or romantic relationship with a graduate student or postdoctoral scholar if they have direct or indirect authority over that student or scholar. (Section 9.5.4)
- *Supervisors and Subordinates:* Supervisors (including faculty supervisors and supervisors of postdoctoral scholars) are prohibited from having a sexual or romantic relationship with anyone they supervise, evaluate, or otherwise have direct or indirect influence or authority (see Section 9.5.5).

Participating in a sexual or romantic relationship prohibited by this policy, and failure to promptly notify and recuse where required by the policy can lead to disciplinary action including termination of the individual's relationship with MIT. Where this policy imposes a duty to notify and recuse, that duty falls on the person in the position of power or authority in the relationship. Where required, notification and recusal must take place as soon as practical after any action has been taken by either party to establish a sexual or romantic relationship.

9.5.2 Definitions

- **Academic authority** includes teaching, grading, advising, mentoring, evaluating or supervising research; participating in decisions on academic status; managing teaching assignments; participating in decisions on funding or other resources affecting students; writing a letter of reference or otherwise recommending for admission, employment, fellowships or awards. For MITx courses and for professional or executive education classes or programs, a faculty or other academic instructional staff member does not have academic authority if they only supply lectures and materials but otherwise do not participate in teaching or managing the course, nor do they have academic authority with respect to any individual learner or participant who is not seeking credit or a credential.
- Employees whose jobs confer **broad influence or authority** over MIT graduate students or other learners include counselors; athletic coaches; staff involved in discipline; staff providing services directly for students; staff with the ability to access or modify a student's academic, financial or other record; and staff working in deans' offices or academic headquarters.
- A **sexual or romantic relationship** is any intimate, sexual, or other type of romantic or amorous relationship, whether casual or serious, short or long term, and whether or not consensual. A single sexual encounter is considered a sexual relationship under this policy. Conversely, the relationship does not have to include physical intimacy if a romantic relationship exists that is beyond the reasonable boundaries of a collegial or professional relationship. If there is any doubt whether a relationship falls under this policy, individuals should seek guidance from their supervisor or an MIT human resources professional.
- For this policy, **undergraduate student** means any student at MIT who does not have a college degree, regardless of registration status. The term "undergraduate student" includes high school students; MIT undergraduate students during the summer or on a leave of absence; visiting, exchange and special students; and summer school students. **Graduate student** means any student at MIT who has an undergraduate degree, regardless of registration status, including visiting, exchange and special students, and MIT graduate students on leave. **Other learner** means anyone studying at MIT other than an undergraduate or graduate student; this term includes online learners on an MIT-sponsored site such as MITx and participants in an MIT professional or executive education program or class.

9.5.3 Relationships with Students

9.5.3.1 Relationships with Undergraduate Students

Faculty, other academic instructional staff, other employees, and other members of the MIT community (other than MIT students) are prohibited from having a sexual or romantic relationship with any undergraduate student at MIT.

Anyone who serves as a graduate resident tutor or graduate resident advisor is prohibited from having a sexual or romantic relationship with any undergraduate student who lives in that residence/housing.

If an employee is in a romantic or sexual relationship with an undergraduate student that pre-dates their employment at MIT or their role as a graduate resident advisor or tutor, or that predates the student's registration at MIT, the employee must notify their supervisor of the relationship.

9.5.3.2 Relationships with Graduate Students or Other Learners

Faculty and individuals with academic instructional appointments

Sexual and romantic relationships are prohibited where the faculty member or other **academic instructional staff** member has or might reasonably be expected to have "academic authority" (defined above) over that graduate student or other learner. (Such relationships with undergraduates are always prohibited. See Section **9.5.3.1**.)

In addition, faculty members and other academic instructional staff may not exercise academic authority over any graduate student or other learner with whom they had a prior sexual or romantic relationship. In such a case, the faculty or other academic staff member must promptly notify their department head, dean, or other supervisor and must recuse themselves from any academic authority over that student or other learner.

If such a sexual or romantic relationship develops with a graduate student or other learner over whom they have academic authority, the faculty or other academic instructional staff member must withdraw from any academic authority or supervision for that individual. The faculty or academic instructional staff member must notify their department head, dean, or other supervisor so that other arrangements for academic authority and supervision can be made for that student or other learner. See Section **9.5.5.1**.

Other employees working with graduate students and other learners

An employee whose job confers "broad influence or authority" (defined above) over students or other learners is prohibited from having a sexual or romantic relationship with a graduate student or other learner if the employee has or might reasonably be expected to have influence or authority over that particular individual. (Such relationships with undergraduates are always prohibited. See Section **9.5.3.1**.)

In addition, employees may not exercise influence or authority over a graduate student or other learner with whom they had a prior sexual or romantic relationship. In such a case, the employee must promptly notify their supervisor and recuse themselves from any influence or authority regarding that graduate student or other learner.

If such a sexual or romantic relationship develops with a graduate student or other learner, the employee must withdraw from exercising any influence or authority over that individual. The employee must also notify their supervisor so that other supervisory or evaluative arrangements can be made for that student or other learner. See Section **9.5.5.1**.

9.5.3.3 Undergraduate and Graduate Students Serving in a Teaching or Advising Capacity

Undergraduate and graduate students who serve as Teaching Assistants, graders, or laboratory assistants may face conflicts of interest if they have a sexual or romantic relationship with a student in their class or laboratory. Therefore, Teaching Assistants, graders, and laboratory assistants are prohibited from having a sexual or romantic relationship

with a student – undergraduate, graduate or other learner – over whom the TA/ grader/lab assistant has academic authority.

In addition, if a student serving as a TA/grader/lab assistant had a prior sexual or romantic relationship with a student or other learner over whom the TA/grader/lab assistant has academic authority, the TA/grader must notify their supervisor of that prior relationship. The TA/grader/lab assistant must withdraw from any academic authority over that student or other learner.

If such a relationship develops, the TA/grader/lab assistant must notify their own supervisor and must withdraw from any academic authority over that student or other learner.

9.5.4 Relationships between Principal Investigators and Graduate Students or Postdoctoral Scholars

Principal investigators are prohibited from having a sexual or romantic relationship with any graduate student or postdoctoral scholar (postdoctoral associate or fellow) over whom they have direct or indirect supervisory or other authority. (Such relationships with undergraduates are always prohibited. See Section 9.5.3.1.) Examples of “indirect” supervisory authority or “other authority” are the ability to evaluate, to assign or recommend a role in research, to write a letter of recommendation, to determine authorship on papers, and to influence who goes to conferences or who has access to equipment or resources. Principal investigators are also subject to the policy on relationships with subordinates who are not students or postdoctoral scholars. See Section 9.5.5.

In addition, a principal investigator cannot oversee a graduate student or postdoctoral scholar with whom they had a prior sexual or romantic relationship. That principal investigator must notify their department head, dean, or other supervisor and must withdraw from any supervisory or evaluative functions regarding that individual.

If such a relationship develops, the principal investigator must withdraw from any supervisory or evaluative functions for that individual. The principal investigator must notify their own supervisor so that other supervisory or evaluative arrangements can be made. See Section 9.5.5.1.

9.5.5 Relationships between Faculty or Other Supervisors and Subordinates

A faculty member, other academic instructional staff member, other employee, or any other member of the MIT community who has supervisory responsibility over a faculty member, employee, postdoc scholar, visitor, or other member of the MIT community is prohibited from having a sexual or romantic relationship with that subordinate.

In addition, a supervisor cannot oversee someone with whom they had a prior sexual or romantic relationship. The supervisor must recuse themselves from any supervisory or evaluative functions and must notify their own department head or other supervisor.

If such a relationship develops, the supervisor must withdraw from any supervisory or evaluative functions for that subordinate and must notify their own supervisor.

Even if a direct supervisory role does not exist, one person in a relationship may not evaluate the other’s work or exercise direct or indirect influence or authority over the other person’s work or position, including sitting on or writing a letter of reference to a hiring or promotion and tenure committee considering that other person. In such cases, the senior person in the relationship must recuse themselves and must notify their own supervisor.

9.5.5.1 Responsibilities of Supervisors Who Learn of a Prohibited Relationship

A department head, supervisor or other manager who learns of a current or prior sexual or romantic relationship must take steps to eliminate or manage the potential conflict of interest or abuse of authority. The goal is to put in place adequate alternative supervisory or evaluative arrangements that are fair to the subordinate party and also to their colleagues or peers. The alternative arrangements may include measures like anonymous grading (where practical) or direct evaluation or supervision by someone at or above the level of the senior person in the relationship, or by someone in a different line of authority. Where an alternative supervisor or evaluator is used, that alternative person cannot report to the senior person in the relationship.

The alternative arrangements will vary depending on the specifics of the relationship and the context, and supervisors are encouraged to consult with their department head or other superior or with an MIT human resources professional.



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Contact us at
policies@mit.edu

POLICY

Policy on Consensual Intimate Relationships

Entering into a sexual, dating or romantic relationship ("Intimate Relationship") when one individual has power or authority over the other may compromise freely given consent, put the academic and professional development of the individuals at risk, and seriously undermine the foundation of trust, fairness and integrity that is essential to NYU's academic mission. Faculty, administrators, and others who educate, supervise, evaluate, employ, counsel, coach or otherwise make decisions or recommendations as to the other person in connection with their employment or education at the University, or who otherwise have actual or apparent authority over a student or subordinate, should understand the fundamentally asymmetrical nature of the relationship. In the context of the University's educational and employment context, Intimate Relationships in circumstances where one individual has greater power or authority over another individual may raise sexual harassment concerns and can create perceptions of favoritism and preferential treatment. Such relationships are prohibited.

Intimate Relationships between the following individuals are specifically prohibited:

- A faculty member and an undergraduate student;
- A faculty member and a graduate student in the same discipline or academic program;
- An academic or faculty advisor and an advisee;
- A teaching assistant and a student in the teaching assistant's class;
- A coach and a student-athlete; and,
- A manager/supervisor/dean and an employee over whom they have supervisory authority.

This list is not exhaustive; other circumstances in which one individual has greater power or authority over another may also violate this policy. In the employment context, supervisory authority means the ability to affect or impact an employee's terms, conditions, or privileges of employment because the manager/supervisor/dean can take or impact action such as hiring, firing, promoting, disciplining, scheduling, training, or deciding how to compensate that employee.

If individuals already in an Intimate Relationship foresee the possibility of entering into a relationship of power or authority (for example, through one party enrolling in a program or a class, or taking up a new position), or where an Intimate Relationship arises in the context of an existing relationship of power or authority, the individual with supervisory, evaluative or other position of authority and power must notify the relevant supervisors, directors or deans immediately. The relevant supervisor, dean or director shall have the authority, in consultation with the Office of Equal Opportunity, to set reasonable conditions to eliminate both the substance and appearance of conflict of interest or abuse of power or authority; to prevent the establishment of direct authority; to minimize and attenuate indirect authority; or to grant an exception to the policy; provided, however, that exceptions will be granted only in extenuating and extraordinary circumstances. The relevant supervisor, dean or director may also take measures to prevent the deprivation of educational or employment opportunities for the student or subordinate, and will have the authority, in consultation with the Office of Equal Opportunity, to make exceptions to normal academic rules and policies as warranted by the circumstances.

Although it is recognized that the student or subordinate may be a full and willing participant in an Intimate Relationship, both the responsibility for adhering to this policy and the consequences for violating it fall upon the person in a position of power or authority, rather than the student or subordinate. Violations of this policy are referred to the appropriate disciplinary procedure based on the status of the employee in the position of greater power or authority over the other individual.

When allegations of sexual misconduct, relationship violence, or stalking arise in connection with an Intimate Relationship, the University will address such charges in accordance with NYU's [Sexual Misconduct, Relationship Violence, and Stalking Policy](#).

About This Policy

Effective Date

Jan 21, 2018

Supersedes

Section XI of Sexual Misconduct, Relationship Violence, and Stalking Policy

Issuing Authority

Office of the President

Responsible Officer

Executive Director of the Office of Equal Opportunity

+ Related Policies

OFFICE OF THE

Dean of the Faculty

[About](#) [Working at Princeton](#) [Policies & Procedures](#) [Forms & Data Submission](#)

[Memos & Dates to Remember](#)

Consensual Relations with Students

[For Faculty](#)

[For Academic Professionals](#)

**Full Professors, Associate Professors, Assistant Professors, Lecturers and
Instructors**

A sexual or romantic relationship between a faculty member and a person for whom he or she has professional responsibility (i.e., as a teacher, adviser, evaluator, or supervisor) is inherently problematic. With professional responsibility comes power. It is incumbent on faculty members not to abuse, nor to seem to abuse, the power with which they are entrusted.

Faculty members are prohibited from initiating or engaging in romantic or sexual behavior with undergraduate students at Princeton University. Faculty members are also prohibited from requesting or accepting sexual favors from undergraduate students at Princeton University. Faculty members are defined as tenured, tenure-track faculty, instructors, and lecturers. Undergraduate students include those matriculating at Princeton as well as those from other institutions who come to Princeton for pre-bac, visiting, summer, and post-bac programs.

In addition, no faculty member, researcher, graduate student, visiting student, or undergraduate course assistant shall initiate or engage in a romantic or sexual behavior with any student, including a graduate student or DCE student, who is enrolled in a course taught by that individual or otherwise subject to that individual's academic supervision or evaluation. Academic supervision includes teaching, advising, supervising research, supervising teaching or grading, and serving as Departmental Representative or DGS of the student's academic program. Academic evaluation includes assigning grades, evaluating degree progress, serving as a committee member, and providing letters of reference.

Beyond these prohibited relations, all romantic or sexual relationships between individuals of different University status require heightened awareness. For example, a faculty member may wish to initiate a personal relationship with an individual over whom he or she has no current professional supervisory responsibility. This faculty member should, however, be sensitive to the possibility that he or she may unexpectedly be placed in a position of responsibility for that individual's instruction, supervision, or evaluation. In addition, others may speculate that the personal relationship has given the individual professional advantage, even if it has not. Even when both parties have consented at the outset to a romantic or sexual relationship, the person in the position of greater authority, by virtue of his or her special responsibility and role in the core educational mission of the University, bears responsibility for any adverse professional consequences that arise.

Finally, all members of the University community should be aware of power asymmetries in their relations with others. What constitutes "power" varies across contexts and individuals. For example, although the University's formal rules would not explicitly recognize a student in an extracurricular organization to have power over a student who would like to join that organization, one or both of the students in question may perceive their relationship to be affected by a power dynamic. As members of a community characterized by multiple formal and informal hierarchies, it is incumbent on each of us to be sensitive to the ways in which we exercise power and influence and to be judicious in our relations with others.

Complaints regarding non-academic conduct of members of the Faculty should be addressed to the Dean of the Faculty. When such a complaint is brought forward, the Dean normally conducts an inquiry and, if appropriate, submits his or her findings and recommendations to the President under paragraph [IV.N.1 \(/node/2431\)](#) in the *Rules and Procedures of the Faculty*.

Related Information

RELATED LINKS:

[C. Consensual Relations with Students \(https://dof.princeton.edu/rules-and-procedures-faculty-princeton-university-and-other-provisions-concern-faculty/chapter-v-2\)](https://dof.princeton.edu/rules-and-procedures-faculty-princeton-university-and-other-provisions-concern-faculty/chapter-v-2)

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Princeton
Date unknown
verified current

Chapter V.C. Consensual Relations with Students

A sexual or romantic relationship between a faculty member and a person for whom he or she has professional responsibility (including, for example, as a teacher, adviser, evaluator, or supervisor) raises concerns such as conflict of interest, abuse of authority, and unfair treatment. These concerns exist even where the relationship is considered consensual by both participants. Moreover, even when consensual, relationships involving individuals of different University status have the potential to have an adverse impact on others in the University community. As members of a community characterized by multiple formal and informal hierarchies, it is incumbent on faculty members not to abuse, nor to appear to abuse, the authority with which they are entrusted. To address these issues, the University has adopted the following rules:

1. ***Prohibition of Consensual Relations with Students:*** Faculty members shall not initiate or engage in romantic or sexual behavior with undergraduate or graduate students. This prohibition encompasses both enrolled and prospective students, and includes students from other institutions who come to Princeton for pre-baccalaureate, post-baccalaureate, visiting, summer, or other programs or courses of study. For purposes of this policy, faculty members include members of the University community whose primary appointment is one of the following: tenured faculty, tenure-track faculty, instructors, all ranks of lecturers, and visiting faculty.

2. ***Prohibition of Consensual Relations with Individuals Under One's Supervision***
In addition, no faculty member, researcher, graduate student, visiting student, or undergraduate course assistant shall initiate or engage in any romantic or sexual behavior with any person, including a researcher or prospective or current student or employee, who is subject to that individual's academic supervision or evaluation. Examples of supervision or evaluation include: teaching; advising; assigning grades; supervising or evaluating research; supervising or evaluating teaching or grading; evaluating degree progress; serving as a dissertation reader or committee member; nominating or selecting individuals for awards, fellowships, or admission to an academic program; and providing letters of reference.

3. ***Relationships and Conflict of Interest:*** Faculty members shall not initiate or engage in any romantic or sexual behavior or relationship with any other member of the University community, regardless of the other person's status, if the conduct would create an actual conflict of interest. In instances involving an actual, apparent, or potential conflict of interest, the parties must promptly disclose their romantic or sexual relationship to their respective department chairs and to the Dean of the Faculty.

4. ***Preexisting Relationships:*** Except when such relationships create an actual conflict of interest, this policy does not prohibit relationships between a faculty member and another member of the University community that pre-date the adoption of this policy, the

affiliation of either party with the University, or the role at the University which causes the conflict. In all cases involving relationships that pre-date one party's affiliation with the University, both parties to the relationship must disclose it promptly to their respective department chairs and to the Dean of the Faculty, in order to enable the University to take steps to prevent conflicts of interest. Relationships which pre-date either this policy or the role at the University which causes the conflict must also be disclosed promptly to the parties' respective department chairs and to the Dean of the Faculty.

5. ***Disciplinary Consequences of Violations:*** Faculty participating in a sexual or romantic relationship prohibited by this policy, and failing to disclose when disclosure is required by the policy, may lead to disciplinary action up to and including termination of that faculty member's relationship with the University. Where this policy imposes a duty to disclose, the disclosure must be made as soon as practical after any action has been taken by either party to engage in or establish a sexual or romantic relationship, or in cases of pre-existing relationships, as soon as practical. The grounds for disciplinary action are set forth in *Rules and Procedures of the Faculty*, Chapter IV, Section N.

6. ***Prudential Considerations in Circumstances Involving Power Disparities:*** Even when permissible under this policy, all romantic or sexual relations or behavior between individuals of different University status require heightened awareness. Any member of the University community who is uncertain about how a power asymmetry may impact a relationship or adversely affect the community should contact the Office of the Dean of the Faculty, the Vice Provost for Institutional Equity and Diversity, or the Office of Human Resources.

7. ***Complaints:*** Complaints regarding conduct of members of the Faculty should be addressed to the Dean of the Faculty.

1.7.2 CONSENSUAL SEXUAL OR ROMANTIC RELATIONSHIPS IN THE WORKPLACE AND EDUCATIONAL SETTING

Last updated on: 11/21/2017

This policy highlights the risks in sexual or romantic relationships in the Stanford workplace or academic setting between individuals in inherently unequal positions; prohibits certain relationships between teachers and students; and requires recusal (from supervision and evaluation) and notification in other relationships.

Authority:

Approved by the President.

Applicability:

Applies to all students, faculty, staff, and others who participate in Stanford programs and activities.

1. In General

There are special risks in any sexual or romantic relationship between individuals in inherently unequal positions, and parties in such a relationship assume those risks. In the university context, such positions include (but are not limited to) teacher and student, supervisor and employee, senior faculty and junior faculty, mentor and trainee, adviser and advisee, teaching assistant and student, principal investigator and postdoctoral scholar or research assistant, coach and athlete, attending physician and resident or fellow, and individuals who supervise the day-to-day student living environment and their students.

Because of the potential for conflict of interest, exploitation, favoritism, and bias, such relationships may undermine the real or perceived integrity of the supervision and evaluation provided. Further, these relationships are often less consensual than the individual whose position confers power or authority believes. In addition, circumstances may change, and conduct that was previously welcome may become unwelcome. Even when both parties have consented at the outset to a sexual or romantic involvement, this past consent does not remove grounds for a charge based upon subsequent unwelcome conduct.

Such relationships may also have unintended, adverse effects on the climate of an academic program or work unit, thereby impairing the learning or working environment for others – both during such a relationship and after any break-up. Relationships in which one party is in a position to evaluate the work or influence the career of the other may provide grounds for complaint by third parties when that relationship gives undue access or advantage, restricts opportunities, or simply creates a perception of these problems. Additionally, even when a relationship ends, there may be bias (even if unintentional) for or against the former partner, or there could be an ongoing impression of such bias; in other words, the effects of a romantic or sexual relationship can extend beyond the relationship itself.

For all of these reasons, sexual or romantic relationships--whether regarded as consensual or otherwise--between individuals in inherently unequal positions should in general be avoided and in many circumstances are strictly prohibited by this policy. Since these relationships can occur in multiple contexts on campus, this policy addresses certain contexts specifically. However, the policy covers all sexual and romantic relationships involving individuals in unequal positions, even if not addressed explicitly in what follows.

2. With Students

At a university, the role of the teacher is multifaceted, including serving as intellectual guide, mentor, role model and advisor. This role is at the heart of the University's educational mission and its integrity must be maintained. The teacher's influence and authority can extend far beyond the classroom and into the future, affecting the academic progress and careers of our students.

Accordingly, the University expects teachers to maintain interactions with students free from influences that may interfere with the learning and personal development experiences to which students are entitled. In this context, teachers include those who are entrusted by Stanford to teach, supervise, mentor and coach students, including faculty and consulting faculty of all ranks, lecturers, academic advisors, and principal investigators. The specific policies on teachers outlined below do not apply to Stanford students (undergraduates, graduates and post-doctoral scholars) who may at times take on the role of teachers or teaching assistants, policies for whom are addressed in a separate section.

As a general proposition, the University believes that a sexual or romantic relationship between a teacher and a student – even where consensual and whether or not the student is subject to supervision or evaluation by the teacher – is inconsistent with the proper role of the teacher. Not only can these relationships harm the educational environment for the individual student involved, they also undermine the educational environment for other students. Furthermore, such relationships may expose the teacher to charges of misconduct and create a potential liability, not only for the teacher, but also for the University if it is determined that laws against sexual harassment or discrimination have been violated.

Consequently, the University has established the following parameters regarding sexual or romantic relationships with Stanford students:

First, because of the relative youth of undergraduates and their particular vulnerability in such relationships, sexual or romantic relationships between teachers and undergraduate students are prohibited – regardless of current or future academic or supervisory responsibilities for that student.

Second, whenever a teacher has had, or in the future might reasonably be expected to have, academic responsibility over any student, such relationships are prohibited. This includes, for example, any faculty member who teaches in a graduate student's department, program or division. Conversely, no teacher shall exercise academic responsibility over a student with whom he or she has previously had a sexual or romantic relationship. "Academic responsibility" includes (but is not limited to) teaching, grading, mentoring, advising on or evaluating research or other academic activity, participating in decisions regarding funding or other resources, clinical supervision, and recommending for admissions, employment, fellowships or awards. In this context, students include graduate and professional school students, postdoctoral scholars, and clinical residents or fellows.

Third, certain staff roles (including deans and other senior administrators, coaches, supervisors of student employees, Residence Deans and Fellows, as well as others who mentor, advise or have authority over students) also have broad influence on or authority over students and their experience at Stanford. For this reason, **sexual or romantic relationships between such staff members and undergraduate students are prohibited**. Similarly, relationships between staff members and other students over whom the staff member has had or is likely in the future to have such influence or authority are prohibited.

When a preexisting sexual or romantic relationship between a university employee and a student is prohibited by this policy – or if a relationship not previously prohibited becomes prohibited due to a change in circumstances – the employee must both **recuse** himself or herself from any supervisory or academic responsibility over the student, and **notify** his or her supervisor, department chair or dean about the situation so that adequate alternative supervisory or evaluative arrangements can be put in place. This obligation to recuse and notify exists for past as well as for current relationships. Failure to disclose the relationship in a timely fashion will itself be considered a violation of policy. The university understands that sexual or romantic relationships are often private in nature and the university treats such information sensitively and (to the extent practicable) confidentially.

3. Between Students (Student Teachers, Teaching Assistants and Graders)

Many existing policies govern student responsibilities towards each other. The current policy applies when undergraduate or graduate students or post-doctoral scholars are serving in the teaching role as teachers, TAs, graders or research supervisors. The policy does not prohibit students from having consensual sexual or romantic relationships with fellow students. However, if such a relationship exists between a student teacher and a student in a setting for which the student teacher is serving in this capacity, s/he shall not exercise any evaluative or teaching function for that student. **Furthermore, the student teacher must recuse himself or herself and notify his or her supervisor so that alternative evaluative, oversight or teaching arrangements can be put in place.** This obligation to recuse and notify exists for past as well as for current relationships. Failure to notify and recuse in this situation will be subject to discipline under the Fundamental Standard. The university understands that sexual or romantic relationships are often private in nature and the university treats such information sensitively and (to the extent practicable) confidentially.

4. In Other Contexts

Consensual sexual or romantic relationships between adult employees (including faculty) are not in general prohibited by this policy. However, relationships between employees in which one has direct or indirect authority over the other are always potentially problematic. This includes not only relationships between supervisors and their staff, but also between senior faculty and junior faculty, faculty and both academic and non-academic staff, and so forth.

Where such a relationship develops, the person in the position of greater authority or power must **recuse** him/herself to ensure that he/she does not exercise any supervisory or evaluative function over the other person in the relationship. Where such recusal is required, the recusing party must also **notify** his/her supervisor, department chair, dean or human resources manager, so that person can ensure adequate alternative supervisory or evaluative arrangements are put in place. Such notification is always required where recusal is

required. This obligation to recuse and notify exists for past as well as for current relationships. Failure to disclose the relationship in a timely fashion will itself be considered a violation of policy. The university understands that sexual or romantic relationships are often private in nature and the university treats such information sensitively and (to the extent practicable) confidentially.

The University has the option to take any action necessary to ensure compliance with the spirit of this policy, including transferring either or both employees to minimize disruption of the work group.

5. Additional Matters

If there is any doubt whether a relationship falls within this policy, individuals should disclose the facts and seek guidance rather than fail to disclose. Questions may be addressed to your supervisor or cognizant dean or to the Sexual Harassment Policy Office, or in confidence to the University Ombuds or the School of Medicine Ombuds. In those rare situations where it is programmatically infeasible to provide alternative supervision, academic responsibility and/or evaluation, the cognizant dean, director or supervisor must approve all (as applicable) academic responsibility, evaluative and compensation actions.

Employees who engage in sexual or romantic relationships with a student or other employee contrary to the guidance, prohibitions and requirements provided in the policy are subject to disciplinary action up to and including dismissal, depending on the nature of and context for the violation. They will also be held accountable for any adverse consequences that result from those relationships.

Stanford's policy with regard to employment of related persons can be found in the Administrative Guide 2.1.2.2c and is excerpted here:

Employment by a related person in any position (e.g. regular staff, faculty, other teaching, temporary, casual, third party, etc.) within an organizational unit can occur only with the approval of the responsible Vice Provost, Vice President (or similar level equivalent to the highest administrative person within the organizational unit), or his/her designee. Under no circumstances may a supervisor hire or approve any compensation action for any employee to whom the supervisor is related. An individual may not supervise, evaluate the job performance, or approve compensation for any individual with whom the supervisor is related.

Even when the criteria discussed here are met, employment of a related person in any position within the organization must have the approval of the local human resources office, in addition to the approval of the hiring manager's supervisor, including faculty supervisors.

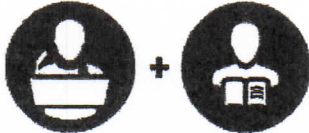
6. Policy Review and Evaluation

This policy was originally part of the Sexual Harassment policy, which went into effect on October 6, 1993, and was amended November 30, 1995, May 30, 2002, August 30, 2012 and June 11, 2013. Its revision and conversion to a separate policy was made on December 6, 2013 and updated on January 21, 2014. Comments or suggestions should be made to the Provost.

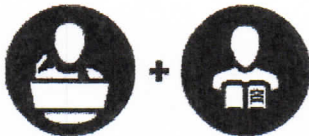
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Consensual Relationships

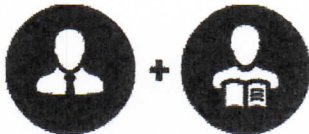
AT STANFORD, SEXUAL OR ROMANTIC RELATIONSHIPS ARE PROHIBITED BETWEEN:



TEACHERS & UNDERGRAD STUDENTS
even if the teacher does not teach, evaluate, or advise the student, currently or in the future.



TEACHERS & ANY STUDENTS
when a teacher has had—or might be expected ever to have—academic responsibility over the other party.



STAFF & UNDERGRAD STUDENTS
those in authority roles (coach, academic adviser, residence dean, etc.) and undergraduate students.

NOTIFICATION AND RECUSAL ARE REQUIRED IN SEXUAL OR ROMANTIC RELATIONSHIPS:



BETWEEN STUDENTS
when one student is teaching and/or evaluating the other student.



BETWEEN ADULT STAFF (INCLUDING FACULTY)
when one has authority over the other, even if the relationship is consensual.

February 18, 2019

Policy prohibits faculty, others from romantic relationships with learners

By Dana Elger
Public Affairs

Topic: Campus [News](#), Human Resources

Print

Faculty members at the University of Michigan are prohibited from having romantic or sexual relationships with undergraduate students on any of the three U-M campuses following significant revisions to the university's policy on faculty-student relationships.

The new Standard Practice Guide 601.22: Prohibitions Regarding Sexual, Romantic, Amorous and/or [Dating Relationships](#) Between Teachers and Learners is informed by the recommendations put forth to President Mark Schlissel by a [working group](#) consisting of faculty from the Ann Arbor, Dearborn and Flint campuses.

+ more information

- [SPG 601.22](#)
- [Policy FAQ](#)
- [Working group's full report](#)
- [Email](#) questions to provost@umich.edu

In addition to prohibiting such relationships between faculty and undergraduates, under the new policy, all teachers — defined as faculty, graduate student instructors and undergraduate students responsible for the delivery of course content — are prohibited from having sexual, romantic, amorous and/or dating relationships with any student in a class, lab, online, field or other setting in which they have academic or supervisory authority over the student.

Additionally, faculty are prohibited from having sexual, romantic, amorous and/or dating relationships with any graduate or professional student in the same discipline or academic program as the faculty member, or over whom the faculty member had, has or might reasonably be expected to have academic or supervisory authority.

The policy took effect Monday and applies on the Ann Arbor, Dearborn and Flint campuses.

According to the policy, the teacher-student relationship lies at the [foundation](#) of the educational process and faculty members have a responsibility to avoid any apparent or actual conflict between professional responsibilities and personal relationships with students.

“Maintenance of an environment of trust, openness, civility and respect that enables each person to reach their full potential is at the core of our mission as educators at the University of Michigan. It is incumbent on our faculty to nurture the advancement and pursuit of knowledge, which result in lifelong professional mentorships and service to our society,” says Provost Martin Philbert.

The updates are based on recommendations outlined in the report from the working group established last fall by the provosts on all three campuses.

The working group reviewed similar policies at more than 40 peer institutions, including private and public institutions. The new policy brings U-M in alignment with many peer institutions, most of which also limit or prohibit faculty-student relationships.

It applies to all those at the university who teach, supervise, evaluate or have grading authority over students, including regular and supplemental instructional faculty, research faculty, graduate student instructors and undergraduate students responsible for the delivery of course content.

The policy also applies to faculty relationships with non-degree students, visiting students and postdoctoral research fellows.

Violations of the policy may lead to discipline, up to and including separation from the university.

In very rare circumstances, exceptions may be made and will be considered on a case-by-case basis.

This is the first revision to the faculty-student relationship policy since it was developed in 2004.

Currently, the university’s companion policy related to Employee-Student Relationships — SPG 601.22-1 — is being reviewed by University Human Resources.

Tags: [SPGs](#), [faculty](#), [staff](#), [faculty-student relationships](#), [sexual misconduct](#)

Source URL: <https://record.umich.edu/articles/policy-prohibits-faculty-others-romantic-relationships-learners>

Standard Practice Guide Policies

Prohibitions Regarding Sexual, Romantic, Amorous, and/or Dating Relationships Between Teachers and Learners 601.22

Applies to: Regular Instructional Faculty, Supplemental Instructional Faculty, Research Faculty, Graduate Student Instructors, and Undergraduate Students Responsible for the Delivery of Course Content

I. POLICY BACKGROUND

This policy applies to “*Covered Relationships*.” A *Covered Relationship* includes any relationship which may reasonably be described as sexual, romantic, amorous, and/or dating. Physical contact is not a required element of such relationships. A *Covered Relationship* may exist on the basis of a single interaction.

The University of Michigan strives to create and maintain a community that enables each person to reach their full potential. To do so requires an environment of trust, openness, civility, and respect. The University is firmly committed to a policy of prohibiting behaviors that adversely impact a person’s ability to fully participate in the scholarly, research, educational, patient care, and service missions of the University.

The teacher-student relationship lies at the foundation of the educational process. As a matter of sound judgment and professional ethics, faculty members have a responsibility to avoid any apparent or actual conflict between their professional responsibilities and personal relationships with students.

Faculty have a collective responsibility to the student experience as members and representatives of the University community, and with each class of incoming students who are bound together in space and time.

The faculty at the University fulfill their essential role with students in learning, research, and service environments, and do so with a commitment to honoring the highest professional and ethical standards. An overarching goal for the context of the faculty-student relationship is to create a professional, productive, and equitable environment for independent learning and academic growth. Student well-being and the pursuit of academic excellence are central to any faculty-student relationship. At its best, the faculty-student relationship nurtures the

advancement and pursuit of knowledge and can lead to life-long professional mentorships and connections. At its worst, the inherent imbalance in the power dynamic between faculty and students can lead to real or perceived exploitation of the power differential.

The University is committed to putting students' interests first in addressing the challenges and competing interests that arise when defining limitations on certain types of teacher-student relationships. The limitations set forth in this SPG are based on roles and responsibilities, group affiliations, and community norms, as well as the University's diversity, scope, scale, and geographic and virtual reach. The University similarly recognizes the importance of its members' interests in academic freedom, freedom of expression, and intellectual inquiry, and believes these are best protected by common understandings and avoidance of unprofessional relationships.

In all cases, a *Covered Teacher* (defined below) is prohibited from having a *Covered Relationship* (defined below) with any *Learner* (defined below) in a class, lab, field, or other setting in which the *Covered Teacher* has *Academic or Supervisory Authority* (defined below) over the *Learner*. If a *Covered Teacher* has such authority, and has in the past had a *Covered Relationship* with any *Learner* who subsequently is in the *Covered Teacher's* class, lab, field, or other such setting, the *Covered Teacher* must disclose the prior relationship immediately to the Dean or designee in the Dean's Office, so that the situation may be promptly and properly managed (e.g., re-assigning grading responsibilities).^[1]

As defined more specifically below, *Faculty Members* are subject to broader prohibitions than other *Covered Teachers*. Among other things, *Faculty Members* are prohibited from having *Covered Relationships* with undergraduate students.

II. POLICY DEFINITIONS

For purposes of this SPG, the following definitions apply:²

- A. *Covered Relationship*: "*Covered Relationship*" includes any relationship which may reasonably be described as sexual, romantic, amorous, and/or dating. Physical contact is not a required element of such relationships. A *Covered Relationship* may exist on the basis of a single interaction.
- B. *Covered Teacher*: "*Covered Teacher*" means any *Faculty Member*, *Graduate Student Instructor*, and *Undergraduate Student Responsible for the Delivery of Course Content*.³
- C. *Faculty or Faculty Member*: "*Faculty*" or "*Faculty Member*" means all regular instructional *Faculty*⁴ and all supplemental instructional *Faculty*⁵ as defined by SPG 201.34-1 (<https://spg.umich.edu/policy/201.34-1>). It also includes research track *Faculty* as defined in Regents' Bylaw 5.24 (<http://regents.umich.edu/bylaws/bylaws05b.html#15>)⁶

- D. *Graduate Student Instructor*: "*Graduate Student Instructor*" ("GSI") means any graduate student appointed as a *Graduate Student Instructor* as defined in the UM/Graduate Employees' Organization collective bargaining agreement.⁷
- E. *Postdoctoral Research Fellow*: "*Postdoctoral Research Fellow*" means any individual appointed or employed under SPG 201.19 (<https://spg.umich.edu/policy/201.19>)⁸.
- F. *Undergraduate Student Responsible for the Delivery of Course Content*: "*Undergraduate Student Responsible for the Delivery of Course Content*" means any undergraduate student who is assigned by an academic unit to provide course content including instruction, grading, formal mentoring, tutoring, or similar activities.
- G. *Academic or Supervisory Authority*: "*Academic or Supervisory Authority*" includes, but is not limited to, teaching, research, academic advising, coaching, service on evaluation or thesis committees, grading, evaluation, and/or recommending in an institutional capacity for employment, fellowships, and awards.
- H. *Learner*: "*Learner*" means all undergraduate, graduate, professional, non-degree, and visiting students, as well as *Postdoctoral Research Fellows*.

III. Policy Regulations

A. Faculty Members and Learners

1. Prohibited *Faculty* and Student Relationships

The provisions apply regardless of delivery mechanism for the instructional content, or the form of communication (e.g., in person, online, mobile, and hybrid methods).

- a. *Faculty* and Undergraduate Students – *Covered Relationships* between a *Faculty Member* and an undergraduate student at any of the three U-M campuses (Ann Arbor, Dearborn, and Flint) are prohibited.
- b. *Faculty* and Graduate and Professional Students
 - (1) *Covered Relationships* between a *Faculty Member* and a graduate or professional student over whom the *Faculty Member* currently has, has had, or might reasonably be expected to have direct or indirect *Academic or Supervisory Authority* are prohibited.
 - (2) Additionally, *Covered Relationships* between a *Faculty Member* and a graduate or professional student who is in the same discipline or academic program in which the *Faculty Member* is appointed or teaches, regardless of *Academic or Supervisory Authority*, are prohibited.
- c. *Faculty* and Non-Degree Students – The prohibitions described above apply in accordance with a non-degree student's status as

undergraduate, graduate, or professional.

- d. *Faculty* and Visiting Students – The prohibitions described above apply in accordance with a visiting student's status as undergraduate, graduate, or professional.

B. Prohibited *Faculty and Postdoctoral Research Fellows* Relationships

1. *Covered Relationships* between a *Faculty Member* and a *Postdoctoral Research Fellow* over whom the *Faculty Member* currently has, has had, or might reasonably be expected to have *Academic or Supervisory Authority* are prohibited

C. *Faculty* Requests for Exceptions from Prohibitions

1. Exceptions from the prohibitions outlined in this SPG will be granted only in rare circumstances. A *Faculty Member* may request an exception, and each will be considered on a case-by-case basis. As a starting premise, and as the broadest prohibition in this SPG applies to undergraduate students, an exception permitting a *Covered Relationship* with an undergraduate student would require an extraordinary set of circumstances.
2. Examples of situations in which an exception might be appropriate include:
 - a. The *Faculty Member's Covered Relationship* with a *Learner* precedes the individual's status as a *Learner* subject to these prohibitions (e.g., a *Faculty Member* and *Learner* have been in an established relationship [e.g., marriage], and the *Learner* subsequently enrolls as an undergraduate student at the University);
 - b. A *Faculty Member* and a *Learner* had a *Covered Relationship* under the prior version of this SPG that either did not require disclosure or was appropriately disclosed and managed, but upon the effective date of the revised SPG, the *Covered Relationship* is prohibited.⁹
3. A *Faculty Member's* request for an exception must be made in writing to the *Faculty Member's* Dean¹⁰. or designee in the Dean's Office. The Dean or designee in the Dean's Office, after consultation with Academic Human Resources,¹¹ will determine whether an exception is appropriate. If an exception is appropriate, a management plan will be implemented as described below.
4. If an exception is denied, the *Covered Relationship* must be discontinued. The *Faculty Member* may request an exception if the circumstances leading to the denial change.
5. The affected *Faculty Member* may file a grievance challenging the denial of an exception request under the applicable *Faculty* grievance procedure.

D. Managing Approved *Faculty* Exceptions

1. In the event an exception is granted, a written management plan will be created. At minimum, the plan will document the rationale for the exception and outline any steps necessary to resolve actual and potential conflicts of interest and commitment.
2. The management plan will be developed by the Dean or designee in the Dean's Office, which may include consultation with the *Faculty Member* and *Learner*.
3. To ensure consistent administration of this policy, the Dean or designee in the Dean's Office will consult with Academic Human Resources¹² in managing the rare cases in which an exception is granted.
4. The approved management plan must be placed in the *Faculty Member's* personnel file in the *Faculty Member's* home administrative unit.

E. Prohibited Relationships Between Other Covered Teachers and Learners

1. Graduate Student Instructors and Learners

- a. *Covered Relationships* between a *GSI* and any *Learner* over whom the *GSI* has *Academic or Supervisory Authority* are prohibited.
- b. Immediately upon learning that a student with whom the *GSI* currently has or previously had a *Covered Relationship* is or will be in the *GSI's* class or otherwise under the *GSI's Academic or Supervisory Authority*, the *GSI* will disclose the situation to the Dean or designee in the Dean's Office of the department in which the *GSI* is appointed. The Dean or designee in the Dean's Office will establish appropriate supervision of the *Learner*.

2. Undergraduate Students Responsible for the Delivery of Course Content and Learners

- a. *Covered Relationships* between an *Undergraduate Student Responsible for the Delivery of Course content* and any *Learner* over whom they have *Academic or Supervisory Authority* are prohibited.
- b. Immediately upon learning that a *Learner* with whom the *Undergraduate Student Responsible for the Delivery of Course Content* currently has or previously had a *Covered Relationship* is or will be under their *Academic or Supervisory Authority*, the *Undergraduate Student Responsible for the Delivery of Course Content* will disclose the situation to the Dean or designee in the Dean's Office. The Dean or designee in the Dean's Office will establish appropriate supervision of the *Learner*.

F. Reporting

1. Any student, faculty member, staff member or other affiliate (e.g., individuals in a position to observe or have knowledge of such a relationship) who reasonably believes a *Covered Teacher* is engaged in a prohibited *Covered Relationship*, or is otherwise in violation of this policy, is encouraged to report the concern to the *Covered Teacher's* Dean and/or the Office of Academic Human Resources.¹³
2. In addition, anonymous reporting can be made through the University's Compliance Hotline (<http://www.compliancehotline.umich.edu/>) (1-866-990-0111) and/or the Office for Institutional Equity (<https://hr.umich.edu/working-u-m/workplace-improvement/office-institutional-equity/discrimination-discriminatory-harassment-sexual-misconduct-reporting-form>).
3. A person who knowingly and intentionally makes a false report under this policy is subject to University discipline.

IV. Discipline

Violations of this policy will be considered misconduct on the part of a *Covered Teacher* and will be subject to discipline up to and including separation from the University. Any such discipline will follow the applicable due process requirements, and will be subject to the applicable grievance procedure.

Prompt self-disclosure may mitigate potential violations of this policy. *Covered Relationships* that are not self-disclosed will be considered more severe violations of this policy.

V. Related Policies

This SPG does not preempt existing codes of student conduct.

This SPG will be implemented in coordination with related policies, such as SPG 201.65-1 (<https://spg.umich.edu/policy/201.65-1>), Conflicts of Interest and Conflicts of Commitment, which remain in full force and effect.

Nothing in this policy shall be deemed as supplanting or otherwise affecting the University's sexual harassment policy, Standard Practice Guide 201.89-0 (<http://spg.umich.edu/policy/201.89-0>), or the policy on the appointment of relatives, Standard Practice Guide 201.23 (<http://spg.umich.edu/policy/201.23>).

¹A Covered Teacher may have separate disclosure obligations for certain personal relationships under other University policies (see, e.g., SPG 201.65-1 (<http://spg.umich.edu/policy/201.65-1>) – Conflicts of Interest and Conflicts of Commitment).

²These defined terms are identified by the use of italics.

³The University engages people who are not University employees to assume educational responsibility for our Learners through internships, affiliation and cooperation agreements, and other arrangements. The University encourages units to incorporate the provisions of this SPG into formal agreements with these types of educators, their employers, etc.

⁴SPG 201.34-1 (<http://spg.umich.edu/policy/201.34-1>) defines “regular instructional faculty” to include tenure track faculty, clinical track faculty, lecturers, and bargained-for lecturers. For bargained-for lecturers, the UM/LEO agreement (<https://hr.umich.edu/sites/default/files/lecturers-employee-organization-agreement-2018-2021.pdf>) provides additional information.

⁵SPG 201.34-1 (<http://spg.umich.edu/policy/201.34-1>) defines “supplemental instructional faculty” to include adjunct instructional faculty (bargained-for; see UM/LEO agreement (<https://hr.umich.edu/sites/default/files/lecturers-employee-organization-agreement-2018-2021.pdf>)), adjunct clinical instructional faculty, and visiting instructional faculty.

⁶Regents’ Bylaw 5.24 (<http://regents.umich.edu/bylaws/bylaws05b.html#15>) defines the research track faculty as including the Research Scientist and Research Professor tracks.

⁷The UM/GEO agreement (<https://hr.umich.edu/sites/default/files/geo-agreement-2017-2020.pdf>) provides additional information.

⁸SPG 201.19 (<http://spg.umich.edu/policy/201.19>) provides additional information for Postdoctoral Research Fellows.

⁹Upon the 2019 effective date of this revised SPG, relationships that were not prohibited by prior versions of this SPG may become prohibited. In such cases, an affected Faculty Member must immediately disclose such relationship to the Faculty Member’s Dean or designee in the Dean’s Office. In the event the Faculty Member wishes to request an exception to the prohibitions in the revised SPG, the Faculty Member must submit a request in writing to the Dean or designee in the Dean’s Office, as set forth in the SPG.

¹⁰In the limited number of cases in which the Dean or designee in the Dean’s Office has a conflict of interest which directly bears on the evaluation of an exception request, alternative reporting may be appropriate through Academic Human Resources.

¹¹On the Flint and Dearborn campuses, consultation with the campus Human Resources Office is also required.

¹²On the Flint and Dearborn campuses, consultation with the campus Human Resources Office is also required.

¹³On the Flint and Dearborn campuses, reports may also be made to the respective campus Human Resources Office.

Notes

This SPG was revised February 18, 2019. The revised policy is broader in scope and more restrictive than the previous policy.

File Attachments

SPG Number:

601.22

Date Issued:

April 2, 2004

Last Updated:

February 18, 2019

Next Review Date:

February 18, 2022

Applies To:

Regular Instructional Faculty, Supplemental Instructional Faculty, Research Faculty, Graduate Student Instructors, and Undergraduate Students Responsible for the Delivery of Course Content

Owner:

Office of the Provost and Executive Vice President for Academic Affairs

Primary Contact:

Office of the Provost and Executive Vice President for Academic Affairs

Related Policies:

Appointment of Relatives or Others with Close Personal or External Business Relationships; Procedures to assure Equal Opportunity and to Avoid the Possibility of Favoritism (Nepotism) (/policy/201.23)

Classification and Appointment of Instructional Faculty (/policy/201.34-1)

Conflicts of Interest and Conflicts of Commitment (/policy/201.65-1)

Postdoctoral Research Fellows (/policy/201.19)

Sexual Harassment (/policy/201.89-0)

Related Links:

Frequently Asked Questions (<https://www.provost.umich.edu/faculty/FSRP/>)

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Working Group on Faculty-Student Relationships (SPG 601.22)

Final Recommendations

November 16, 2018

I. INTRODUCTION

On October 9, 2018, the University of Michigan's provosts (Interim Provost Susan E. Alcock, University of Michigan Flint, Provost Catherine A. Davy, University of Michigan Dearborn, and Provost Martin A. Philbert, University of Michigan Ann Arbor) established a Working Group on Faculty-Student Relationships (the "Group"). The Group's purpose was to develop and make recommendations to the president for revisions to SPG 601.22 (Faculty-Student Relationships) and enhanced educational efforts intended to ensure adherence to the new policy.

The Group was charged with the following primary objectives:

1. To gather information and assess the current state of faculty-student relationship policies at peer institutions;
2. To develop recommendations for revisions to SPG 601.22 that reflect our shared community values and align University of Michigan policy with the best practices of peer institutions;
3. To develop recommendations for implementing a revised policy, including raising awareness of the policy, its relationship to other university policies, available resources, etc.

In three multi-hour meetings, the Group worked through the task list in a discussion format. Having a diverse group allowed us to discuss the issues from multiple perspectives. From these discussions we created a list of shared values and recommended revisions to the current SPG 601.22. We then collaboratively drafted this report, and had an additional meeting to finalize the report.

Working Group Members

Faculty:

Susan A. Gelman, Heinz Werner Distinguished University Professor of Psychology and Linguistics, Professor of Psychology and Professor of Linguistics (Chair)
Peter Chen, Arthur F. Thurnau Professor of Electrical Engineering and Computer Science, College of Engineering
Freda Herseth, Arthur F. Thurnau Professor and Professor of Music (Voice), School of Music, Theatre & Dance
Dave Mayer, Professor of Management and Organizations, Ross School of Business
Terrence McDonald, Arthur F. Thurnau Professor, Professor of History; Director, Bentley Historical Library

Shelby Newport, Department Chair and Associate Professor, Department of Theatre and Dance, U-M Flint

Robert Ortega, Associate Professor of Social Work; University Faculty Ombuds

Jennifer Proctor, Associate Professor of Journalism and Screen Studies, U-M Dearborn

Ex-Officio Members:

Jeffery Frumkin, Academic Human Resources

Gloria Hage, Office of the Vice President and General Counsel

Timothy Wood, University Human Resources

Administrative Leads:

James Burkel, Assistant Vice Provost for Academic and Faculty Affairs

Christine Gerdes, Special Counsel to the Provost

The recommendations set forth below have the Group's unanimous support.

II. PRINCIPLES AND VALUES

In his famous 1963 book, *The Uses of the University*, University of California Chancellor Clark Kerr called the American research university "the city of intellect," and commentators have endorsed this metaphor ever since. Regardless of the reach of its research and now internet-based teaching, the core of the university is still very much like a city: bounded, self-governing, and charged with creating some form of community, in our case on three campuses. The University of Michigan's "President's Commission on the Undergraduate Experience" endorsed this metaphor in its 2001 report:

"...the image of the good, livable city has struck the Commission as a useful tool to think with, a lodestar guiding our exploration of the undergraduate experience. It points to the ideal of the public research university as an expansive, inclusive, civic-minded, diverse, dynamic, integrative, and welcoming community of inquiry and practice."

We believe that when this "city of intellect" operates as it should, students are infatuated with knowledge, bonded to their peers, and courageous in their intellectual exploration. The role of faculty, staff, and graduate student instructors is crucial to this process. They are mentors, guides, and--more than ever in the era of "engaged" education--collaborators. Although the destinations of undergraduate students, graduate students, and medical and postdoctoral trainees are quite different, we hope that, through the process of intellectual discovery all find the adult identity that is, as Andrew Delbanco has written, "true to themselves and responsible to others."

We begin with these reflections because our Group was charged with reconsidering whether there is an appropriate role for sexual and romantic relationships among faculty, staff, graduate

student instructors, and other instructors on the one hand, and undergraduates, graduate students, and trainees on the other hand. But this is not simply a legal or legalistic question; it goes instead to the heart of our intellectual enterprise and core values. Rephrasing the above we ask: If our goal is the creation of an "expansive, inclusive, civic-minded, diverse, dynamic, integrative, and welcoming community of inquiry and practice," and if the appropriate role of faculty is as mentors, guides, and collaborators, then exactly what space is there for such relationships in what we do?

The Faculty Handbook declares that the University of Michigan strives to create and maintain a community that enables each person to reach their full potential. "To do so requires an environment of trust, openness, civility, and respect. The University is firmly committed to a policy of prohibiting behaviors that adversely impact a person's ability to participate in the scholarly, research, educational, patient care, and service missions of the University." (Section 1.D.) As noted in Section 8.D.11. of the Faculty Handbook:

"Romantic and/or sexual relationships between a faculty member and a student have the potential to pose risks to the faculty member, the student, or third parties. In such relationships, voluntary consent by the student is suspect because of the inherently unequal nature of the relationship.... In addition, other faculty members, staff members, or students may have concerns about undue access or advantage, favoritism, restricted opportunities, or unfavorable treatment as a result of the relationship. These concerns are damaging whether the favoritism is real or perceived."

We make our recommendations on this record of historic commitment to the view that, as the 1986 Senate Assembly "Faculty Statement on Gender and Respect in the University Community," put it:

"Our general principle is this: the position, autonomy, respect and authority of the faculty impose a particular responsibility in the matter of sexual relationships with students; the structured asymmetry of faculty-student relationships cannot be overcome by collegiality or mutual affection. Those who neglect this principle also neglect their professional responsibility as faculty members." (Appendix A)

Our recommendations, then, stem from this understanding of what we do and where we stand – and where we have stood before. The faculty at the university understand and fulfill their essential role with students in learning, research, and service environments, and do so with a commitment to honoring the highest professional and ethical standards. An overarching goal for the context of the faculty-student relationship is to create a safe and equitable environment for independent learning and academic growth. Student well-being is a primary consideration of any faculty-student relationship. At its best, the faculty-student relationship nurtures the advancement

and pursuit of knowledge and can lead to life-long professional mentorships and connections. At its worst, the inherent imbalance in the power dynamic between faculty and students can lead to real or perceived exploitation of the power differential.

There is a collective responsibility that the faculty have to the student experience as members and representatives of the university community, and with each class of incoming students who are bound together in space and time. The nature of the relationship that students have to the university and to the collective faculty can and does vary by student population. Generally, undergraduate students have an unknown scope and span of academic disciplines to explore and, as such, the greatest potential to interact with faculty from across the university. The academic discipline-based focus of graduate students sets clearer parameters over the nature of their relationship to the university and is the foundation for relationships over an academic and professional career.

The diversity, scope, and scale of the university, as well as its geographic and virtual reach, create challenges in balancing competing interests when defining limitations on certain types of faculty-student relationships. Nonetheless, it is necessary to define prohibitions in the area of faculty-student romantic and/or sexual relationships. Such constraints are tied to putting the interests of students first, and are based on roles/responsibilities, group affiliations, community norms, and the greater good. Bright-line standards for prohibited relationships (described in the recommendations that follow) meet the need for clarity in expectation and consequence, reduce the need for situational judgment, align with the norms of institutional peers, and align with the 1986 Senate Assembly Statement.

To summarize, guiding relational principles include the following:

Safety and Trust: Interactions are based on safety and trust, free of exploitation, placing health and well-being first, and providing support and mentoring. In particular, faculty have a duty of care to each and every student.

Equity and Fairness: The university values creating an equitable environment for independent learning and academic growth for students and faculty.

Respect: We value one another and maintain norms of compassion, freedom, liberty, and affiliation for the greater good, for all members of the community.

Ambassadorship: Each member of the university represents our collective good such that the behaviors of individuals or groups can have a ripple effect on other members of the university community as well as on the university's reputation and standing. Members of the university

community serve beyond the confines of the classroom to include all contexts within the geographic and virtual reach of our institution.

Diversity: The university community represents our global society, reflecting a broad range of cultural differences and relational practices. In addition, relationships among representatives of diverse groups will be present within the broad scope and span of academic disciplines. This breadth of experience and expansive teaching and learning is particularly the case within undergraduate student education. Graduate students are more discipline-based and may have lasting professional connections with faculty over the course of their academic and professional careers.

Responsibility and Ethics: We recognize the importance of professional standards of conduct (analogous to those established in other professions, such as medicine, law, social work, and clinical psychology) that apply to all relationships built among members of the university community. Professional ethical expectations for relationship boundaries align with institutional peers and with the AAUP Statement on Professional Ethics. Also important are principles of individual responsibility, for both students and faculty, in their university roles.

Accountability: Relationship expectations within the university community align with expectations of external stakeholders, including family, honor the spirit, not just ‘the letter’ of the policy, and require a commitment to enforcing established policy that includes implications of discovery and disclosure of a restricted relationship.

Clarity and Transparency: Bright line standards aid clarity of policy and administration, and reduce the need to apply situational judgment. The Group recognizes that a bright line standard will likely result in some relationships that exist today becoming inappropriate under the new policy.

III. REVIEW OF PEER INSTITUTIONS

As part of our process, the Group reviewed summaries of similar policies at more than 40 peer institutions, including private, public, and multi-campus institutions. These policies can be grouped into three main types:

1. A policy statement that romantic, intimate, amorous, or sexual relationships between faculty and undergraduate students, regardless of their academic or scholarly relationships, are prohibited. While some policies include graduate students in the prohibition, most policies limit the prohibition for graduate students and faculty to where there is an academic or supervisory relationship.

2. A policy statement that romantic, intimate, amorous, or sexual relationships between faculty and students (undergraduate or graduate) are prohibited when the faculty member has, or can reasonably be expected to have, an academic or supervisory relationship with the student.
3. A policy statement that requires the faculty member to disclose a romantic, intimate, amorous, or sexual relationship with any undergraduate student or graduate student, so that a conflict of interest plan can be developed, and/or to recuse themselves from supervisory or evaluative relationships in such cases.

Additionally, the Group noted that a number of policies prohibited romantic or sexual relationships between faculty and graduate students in the same department or academic discipline, regardless of supervisory relationship.

The peer policies to which the Group most often referred for guidance and information were: NYU, Yale, MIT, Harvard, and Georgetown (2017 Faculty Handbook statement of policy). Additionally, the Group often returned to UM's own 1986 Senate Assembly "Faculty Statement on Gender and Respect in the University Community" (referenced above; see Appendix A), emphasizing such language as the following:

"The relationship between faculty and adult students, however complex it may be, is ultimately and structurally asymmetrical. Like any professional relationship, it rests upon a special form of trust and reciprocal respect. Sexual relationships between faculty members and students risk diminishing or even voiding this trust and respect to the detriment of all. Moreover, the asymmetry of this relationship means that any sexual relationship between a faculty member and a student is potentially exploitative and should be avoided."

The Group noted that the concerns of power imbalances between faculty and students, particularly undergraduates, as laid out in this document are reflected widely in policies at peer institutions.

IV. RECOMMENDATIONS – OVERVIEW

Overall Recommendation

The Group recommends replacing the content of the current SPG 601.22 with a new faculty-student relationships policy that furthers the goals and values statement outlined above, is broader in scope, and outlines clear and understandable expectations.

The current policy contains the following prohibition:

“A faculty member is prohibited from having supervisory responsibility over a student with whom he or she is currently having a romantic and/or sexual relationship. A faculty member may be prohibited from having supervisory responsibility over a student with whom he or she has had a romantic and/or sexual relationship in the past.”

Thus, the current policy accepts faculty-student relationships as long as there is disclosure and a plan in place to manage the conflict; management may require ending the relationship. The Group believes that the scope of prohibited relationships in the current policy is too narrow, as it focuses exclusively on those students over whom direct supervisory authority is exercised. The Group further believes that the new policy should allow for exceptions that permit the relationship to continue only in very narrow, limited circumstances.

These recommendations are deemed necessary to avoid conflicts of interest and imbalances of power. These dynamics apply to all those at the university who teach, supervise, evaluate, or have grading authority over students, including, but not limited to, regular and supplemental instructional faculty, undergraduate students involved in the delivery of course content, graduate student instructors, and postdoctoral fellows.

In all cases, the Group recommends that university employees and affiliates be prohibited from having romantic or sexual relationships with any student in a class or other setting in which that person has instructional, supervisory, evaluative, grading, or other academic authority over the student. If a person with such authority has had a prior romantic or sexual relationship with any student in his/her class or other such setting, that person must disclose the relationship immediately.

In addition, with respect to faculty, the Group recommends a ban on any relationship between (a) a faculty member and an undergraduate student, regardless of academic discipline or UM campus affiliation, (b) a faculty member and a graduate student for whom the faculty member currently has, has had, or may reasonably be expected to have academic supervisory roles, as well as a graduate student who is in the same discipline or academic program in which the faculty member is appointed or teaches, regardless of academic or supervisory authority, and (c) a faculty member and postdoctoral fellow or trainee for whom the faculty member currently has, has had, or may reasonably be expected to have any academic supervisory role.

Violations of this policy will be taken very seriously, and can lead to discipline, up to and including separation from the university.

Types of relationships between students, faculty, and other instructors that are covered by these recommendations:

These relationships may be characterized as: romantic, sexual, amorous, dating, and/or intimate (though this is not intended as an exhaustive list). Such relationships extend beyond shared interest in course content/subject matter or other scholarly and/or personal interests; they cross beyond “friend and mentor.” Relationships need not involve physical contact to come under the recommendations. They include digital romantic and/or sexual relationships (e.g., texting, online, and other non-face-to-face communications).

Other Authority

In addition to SPG 601.22, reference was made to other university authority that may be relevant, including:

1. SPG 201.23 – Appointment of Relatives or Others with Close Personal or External Business Relationships; Procedures to assure Equal Opportunity and to Avoid the Possibility of Favoritism (Nepotism)
2. SPG 201.34-1 – Classification and Appointment of Instructional Faculty
3. SPG 201.65-1 – Conflicts of Interest and Conflicts of Commitment
4. SPG 201.89-0 – Sexual Harassment
5. SPG 601.22-1 – Employee/Student Relationships
6. SPG 601.34 – Policy on Minors Involved in University-Sponsored Programs or Programs Held in University Facilities

Exceptions to Recommended Bans and Other Guidance

The Group recognizes that very narrow exceptions may be appropriate. For example, exceptions may be appropriate for relationships that pre-date a student’s enrollment at the university (e.g., a married couple in which one person subsequently enrolls as a student). The Group acknowledges that other, rare fact patterns may warrant exceptions as well (e.g., a non-traditional undergraduate student enrolled in one course on one campus who dates a faculty member in an unrelated field on another campus), but we did not view it as useful to develop an exhaustive list.

School and College Coordination with Central Offices

The Group recommends that units work with central offices (e.g., Academic Human Resources) in managing cases that arise after the new SPG goes into effect. This will help to ensure consistent administration.

V. RECOMMENDATIONS – SPECIFICS

We have organized our specific recommendations into two main parts, below:

- A. Faculty and Student Relationships** (separated by student level: undergraduates, graduate and professional students, postdoctoral fellows, house officers, and other learners)
- B. Other Instructors and Student Relationships** (separated by other instructor status, including: graduate students, postdoctoral fellows, undergraduate students involved in the delivery of course content, and other instructors)

A. Faculty and Student Relationships

For purposes of these recommendations, we define faculty to include regular and supplemental faculty as outlined in SPG 201.34-1 for purposes of this report. We also note that these bans should apply regardless of delivery mechanism for the instructional content, or the form of communication (e.g., in person, online, mobile, and hybrid).

Faculty and Undergraduate Students. The Group recommends a presumptive ban on romantic, sexual, or amorous relationships between faculty and undergraduates across all three UM campuses (Ann Arbor, Dearborn, and Flint). Narrow possible exceptions, which might include pre-existing relationships, will require disclosure by the faculty member to a dean or designee, written approval, and an appropriate management plan.

Faculty and Graduate and Professional Students. The Group recommends a presumptive ban on romantic, sexual, or amorous relationships between faculty members and any graduate or professional student over whom the faculty member currently has, has had, or might reasonably be expected to have academic or supervisory authority. Additionally, we recommend a ban on such relationships between faculty members and any graduate or professional student who is in the same discipline or academic program in which the faculty member is appointed or teaches, regardless of academic or supervisory authority. Narrow possible exceptions, which might include pre-existing relationships, will require disclosure by the faculty member to a dean or designee, written approval, and an appropriate management plan.

Faculty and Postdoctoral Fellows. As temporary members of our university community, postdoctoral fellows hold a unique status that goes beyond the ordinary definition of an employee, but is not equivalent to a student. In essence, they are “trainees.” In that capacity, faculty hold significant power in being able to influence their futures, via reference letters, for instance, and thus the power imbalance is akin to that of traditional students. Thus, we recommend a presumptive ban on romantic, sexual, or amorous relationships between faculty

members and any postdoctoral research fellow over whom the faculty member currently has, has had, or might reasonably be expected to have academic or supervisory authority. However, the Group felt that, where there is no academic or supervisory authority, relationships between faculty and postdoctoral fellows in the same discipline or department would not pose the same kind of risks as with graduate student relationships, and thus does not recommend such a ban.

Faculty and House Officers. The Group acknowledges its limited expertise and experience in the medical fields. As such, we recommend input from Graduate Medical Education to make a more informed recommendation on how a relationship policy should govern house officers. In the interim, we recommend covering house officers under the same policy as postdoctoral fellows.

Faculty and Other Learners. The Group recognizes that the campus may have people enrolled in university programs who cannot be clearly defined as students who are earning a credential or otherwise being assessed, but are nonetheless part of our university community in a learning capacity. These may include non-UM students taking UM classes; students in continuing education courses; students in executive education programs; or students taking MOOCs (e.g., Coursera courses). We have outlined some of these cases below.

Non-degree students. The Group recommends the presumptive bans apply as described above regardless of whether the student is in a degree-granting or non-degree program due to the asymmetrical relationship between faculty and students that still remains.

Visiting students. The bans apply as outlined above in accordance with the student's status as undergraduate or graduate.

Executive education programs. In cases where the faculty assess no grades, and have no authority over the student, the restrictions outlined in these recommendations do not apply.

MOOCs. In cases where a person who is not formally a University of Michigan student is taking a MOOC course offered by UM, these recommendations do not apply.

B. Other Instructors and Student Relationships

As with Faculty and Student Relationships, we note that these bans should apply regardless of delivery mechanism for the instructional content, or the form of communication (e.g., in person, online, mobile, and hybrid).

Graduate Students. The Group recommends a presumptive ban on romantic, sexual, or amorous relationships between a GSI and any students (undergraduate or graduate) in the classes the GSI is teaching or grading, or over whom the GSI has academic or supervisory authority. If a GSI ends up with a student in the GSI's class with whom the GSI has or has had a relationship, the GSI must disclose immediately.

Postdoctoral Fellows. The Group recommends a presumptive ban on romantic, sexual, or amorous relationships between postdoctoral fellows and any student (undergraduate or graduate) under the postdoctoral fellow's supervision, or over whom the postdoctoral fellow has academic or supervisory authority (including in a lab). If a postdoctoral fellow ends up with a student with whom they have had or have a relationship in any of these situations, the postdoctoral fellow must disclose immediately.

Undergraduate Students Involved in the Delivery of Course Content. The Group recommends a presumptive ban on romantic, sexual, or amorous relationships between undergraduate students involved in the delivery of course content and any students in the classes for which they have any instructional, grading, or other academic authority. If an undergraduate student involved in the delivery of course content ends up with a student in their class with whom they have or have had a relationship, they must disclose immediately.

Other Instructors (e.g., internship instructors, university-vetted teachers in programs with which we have a study-abroad agreement, etc.). The Group recommends a presumptive ban (similar in principle to that for GSIs) for instructors in this category. University-vetted teachers and mentors are prohibited from having relationships with any students (e.g., undergraduate and graduate students) in their classes (meaning courses they are teaching), or under their supervision.

VI. COMMUNICATIONS PLAN

The Group noted that communication (including outreach) is key to the success of the new policy. We recommend broad outreach to different constituencies on campus for input in the next phase of the policy's development (e.g., SACUA, deans, chairs, and student representatives).

Once new language for SPG 601.22 is finalized, the Group recommends broad and repeated communications to all members of the university community, including restatement of the policy each academic year. We believe communications must come from deans and chairs in faculty meetings, and it will be important that these academic leaders express full support of the policy changes, including the underlying values and rationale. Relatedly, the Group believes that it will be important to provide an explanation to deans/chairs about why there is a new policy, and how the new policy reflects our values as an institution. Other reasons to communicate include that the SPG has not been revised since 2004, the 2004 version predates recent societal changes (e.g., #MeToo), many of our peers have more progressive (i.e., stricter) policies than our current policy, etc. The Faculty Senate can also be enlisted to help to spread the word. Publications such as the University Record can be leveraged when the new policy is announced. In addition, we may be able to ask some peer schools if they have any "best practices" for disseminating and reinforcing these types of policies.

As part of the communication strategy, the Group recommends that Student Life and Rackham Graduate School be engaged to develop appropriate messaging for students regarding the revised policy. This messaging should communicate both the policy and its underlying rationale and values statements, with a focus on the ways in which the policy defines the university's expectations for faculty in their relationships with students.

The Group acknowledges that the recommended changes, if implemented, could result in some relationships that exist today becoming inappropriate under new policy language. This should be explicitly acknowledged, and handled with tact and sensitivity. Question-and-answer opportunities are important (e.g., "Town Halls" led by university leaders). It may be useful to have a one-pager on the policy and FAQs about what is acceptable and appropriate. This one-pager could also provide examples of behaviors suggesting that a policy violation may be occurring or on the horizon (e.g., texting students about topics unrelated to the instructional relationship or inappropriately intimate conversations). The communication plan will need to address the possible consequences of violating the policy, up to and including separation from the university.

APPENDIX A

October 23, 1986 Senate Assembly Statement on Gender and Respect

<https://digital.bentley.umich.edu/midaily/mdp.39015071754787/513>

FACULTY STATEMENT ON GENDER AND RESPECT IN THE UNIVERSITY COMMUNITY

Faculty members have complex – sometimes paradoxical – obligations and responsibilities regarding students. We share with these adult students, and contribute substantially to, an important period in their intellectual and professional growth. When they are our co-workers, as teaching and research assistants or junior colleagues in research and scholarship, we are simultaneously responsible for them and dependent upon them.

The relationship between faculty and adult students, however complex it may be, is ultimately and structurally asymmetrical. Like any professional relationship, it rests upon a special form of trust and reciprocal respect. Sexual relationships between faculty members and students risk diminishing or even voiding this trust and respect to the detriment of all. Moreover, the asymmetry of this relationship means that any sexual relationship between a faculty member and a student is potentially exploitative and should be avoided.

Sexual interactions between faculty and students may be characterized variously as coercive, offensive or consenting. Any attention paid to an individual which suggests that his or her grade or other evaluation will be influenced by sexual activity is coercive and cannot be condoned. We are particularly concerned with such practices since they undermine the professional trust upon which the faculty-student relationship is founded and clearly conflict with University Policy.

Similarly, we oppose offensive or derogatory treatment of individuals or groups of students based on their gender. Behavior which stigmatizes in this way is a violation of the respect with which we are all obliged to treat each other. Including salacious remarks or illustrations in lectures, or consistently inviting comments or opinions from members of one gender more than the other are two examples. Likewise, overly insistent attention to the personal aspects of a student's life demonstrates an offensive disregard for the personal autonomy of students. Especially difficult is the problem of what might appear on the surface to be a consenting sexual relationship. Because of the asymmetry of the faculty-student relationship, consent is very difficult to assess. In particular, we feel that when the faculty member has any professional responsibility for the student's academic performance or professional future, sexual relationships, even mutually consenting ones, are a basic violation of professional ethics and responsibility.

We take special note of teaching assistants who have the same responsibilities in relation to their students as the professorial faculty. Supervising faculty have an obligation to make this clear to their assistants.

Our general principle is this: the position, autonomy, respect and authority of the faculty impose a particular responsibility in the matter of sexual relationships with students; the structured asymmetry of faculty-student relationships cannot be overcome by collegiality or mutual affection. Those who neglect this principle also neglect their professional responsibility as faculty members.

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Frequently Asked Questions ("FAQs") About SPG 601.22 Prohibitions Regarding Sexual, Romantic, Amorous, and/or Dating Relationships Between Teachers and Learners at the University of Michigan

(Standard Practice Guide Section 601.22)
February 18, 2019

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SPG 601.22 is the authoritative policy statement, and these FAQs are intended to supplement the policy. In the event any information in these FAQs is inconsistent with information in the SPG, the SPG prevails.

In addition, these FAQs will evolve. New FAQs may be added, and existing ones revised, as situations give rise to new opportunities for further clarification, information, and guidance. As such, please re-visit this page periodically.

1. **What are the most important things for me to know about this policy?**
2. **Are there specifically defined terms in the SPG?**
3. **What if a relationship occurs between a *Faculty Member* and a *Learner* where no supervisory relationship exists? Does the University have an interest in that situation?**
4. **Does the policy apply to trainees such as *Postdoctoral Research Fellows*?**
5. **Does this policy apply to people who do not hold UM appointments but who interact with UM students?**
6. **What about romantic and/or sexual relationships between UM staff and students?**
7. **Why can't the *Covered Teacher* and the *Learner* choose how best to handle the impacts of their relationship in the university context?**
8. **Does this policy apply to a *Covered Relationship* between a *Graduate Student Instructor* and a *Learner*?**
9. **What if the relationship is over? Does the policy still apply?**
10. **Who is responsible for disclosing a *Covered Relationship*?**
11. **To whom should disclosures be made?**
12. **When the *Covered Teacher* discloses a relationship to the Dean or designee in the Dean's Office, who will find out about it?**
13. **For a *Faculty Member* with joint appointments, to whom should disclosures be made?**
14. **As a *Faculty Member*, I'm not certain whether my relationship with a *Learner* (current or past) is one that is prohibited, or one that I am required to disclose. I'd like to get some general advice as a first step. Who can I contact?**
15. **As a *GSI* or *Undergraduate Student Responsible for the Delivery of Course Content*, I'm not certain whether my relationship with a *Learner* (current or past) is one that I am required to disclose. I'd like to get some general advice as a first step. Who can I contact?**
16. **What should I do if I believe a *Covered Teacher* is having a *Covered Relationship* with a *Learner*?**
17. **Why are faculty-student relationships singled out for coverage in an independent policy rather than in a general conflict of interest/conflict of commitment policy?**
18. **If a *Covered Teacher* is alleged to have violated the policy, what steps will be taken and what types of sanctions can be issued?**
19. **If a *Learner* has a *Covered Relationship* with a *Covered Teacher* and then later files a claim of sexual harassment against the *Covered Teacher*, will the University defend and indemnify that *Covered Teacher* (i.e., provide the *Covered Teacher* with legal defense against the charges)?**
20. **How does this policy compare to those at other universities? Which others schools, if any, have a policy like this one?**

21. Who can students, faculty members, and academic administrators contact when they have questions about this policy?
22. With respect to *Covered Teachers* and visiting or non-degree students, how do the prohibitions apply?
23. How does the policy apply to a *Faculty Member* with a dry or courtesy appointment?
24. What happens if I am in a *Covered Relationship*, but I was not aware that my partner in that relationship is a *Learner* until after the *Covered Relationship* began?
25. Are Graduate Student Staff Assistants ("GSSAs") and Graduate Student Research Assistants ("GSRAs") covered by this policy vis-a-vis *Learners*?
26. The policy states that it "does not preempt existing codes of student conduct." To what codes of conduct is this language referring?
27. The policy prohibits "*Covered Relationships* between a *Faculty Member* and a graduate or professional student who is in the same discipline or academic program in which the *Faculty Member* is appointed or teaches, regardless of *Academic or Supervisory Authority*." Who decides the scope of a particular graduate student's "discipline" for purpose of the policy?
28. Who decides the scope of a particular graduate student's "academic program" for purpose of the policy?
29. When does a relationship become sexual, romantic, amorous, and/or dating?
30. Does the SPG extend to electronic (e.g., online) relationships?
31. I am a *Faculty Member* and I believe my Dean may have a conflict of interest such that he/she cannot objectively assess my request for an exception. What can I do?
32. Are individuals in academic administrator roles like Chair, Dean, Institute Director, etc. considered faculty for purposes of this policy?
33. I have a management plan in my personnel file for a *Covered Relationship* that is now over. Will the management plan be removed from my file?
34. I am primarily a non-instructional staff member, but on occasion I teach courses (e.g., under a Lecturer appointment). My effort in the instructional title never exceeds 50% (i.e., I maintain at least 50% on my staff appointment). Does this policy apply to me, or am I covered under the Staff-Student Relationship policy (SPG 601.22-1), when I am teaching?

Responses to Questions

1.

What are the most important things for me to know about this policy?

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The University of Michigan strives to create and maintain a community that enables each person to reach their full potential. To do so requires an environment of trust, openness, civility, and respect. The University is firmly committed to a policy of prohibiting behaviors that adversely impact a person's ability to fully participate in the scholarly, research, educational, patient care, and service missions of the University.

The University is committed to putting students' interests first in addressing the challenges and competing interests that arise when defining limitations on certain types of faculty-student relationships. These limitations address the inherent power imbalance between faculty and students.

In all cases, a *Covered Teacher* (defined in question #2) is prohibited from having a *Covered Relationship* (defined in question #2) with any *Learner* (defined in question #2) in a class, lab, field, or other setting in which the *Covered Teacher* has *Academic or Supervisory Authority* (defined in question #2) over the *Learner*.

If a *Covered Teacher* has such authority, and has in the past had a *Covered Relationship* with any *Learner* who subsequently is in the *Covered Teacher's* class, lab or other such setting, the *Covered Teacher* must disclose the prior relationship immediately to the Dean or designee in the Dean's Office, so that the situation may be promptly and properly managed (e.g., re-assigning grading responsibilities).

In addition, *Faculty Members* (defined in question #2) are subject to broader prohibitions than other *Covered Teachers*. Among other things, *Faculty Members* are prohibited from having *Covered Relationships* with undergraduate students.

2.

Are there specifically defined terms in the SPG?

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Yes, there are several terms that have specific definitions for purposes of SPG 601.22. These defined terms are identified by the use of italics:

A "*Covered Relationship*" includes any relationship that may reasonably be described as sexual, romantic, amorous, and/or dating. Physical contact is not a required element of such relationships. A *Covered Relationship* may exist on the basis of a single interaction.

"*Learner*" means all undergraduate, graduate, professional, non-degree, and visiting students, as well as *Postdoctoral Research Fellows*.

"*Postdoctoral Research Fellow*" means any individual appointed or employed under SPG 201.19.

"*Covered Teacher*" includes any *Faculty Member*, *Graduate Student Instructor*, and *Undergraduate Student Responsible for the Delivery of Course Content*.

"*Faculty Member*" means all regular instructional faculty and all supplemental instructional faculty as defined by SPG 201.34-1. It also includes research track faculty as defined in Regents' Bylaw 5.24.

"**Graduate Student Instructor**" or "GSI" means any graduate student appointed as a graduate student instructor as defined in the UM/Graduate Employees' Organization collective bargaining agreement.

"**Undergraduate Student Responsible for the Delivery of Course Content**" means any undergraduate student who is assigned by an academic unit to provide course content including instruction, grading, formal mentoring, tutoring, or similar activities.

"**Academic or Supervisory Authority**" includes, but is not limited to, teaching, research, academic advising, coaching, service on evaluation or thesis committees, grading, evaluation, and/or recommending in an institutional capacity for employment, fellowships, and awards.

3.

What if a relationship occurs between a *Faculty Member* and a *Learner* where no supervisory relationship exists? Does the University have an interest in that situation?

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Yes. The teacher-student relationship lies at the foundation of the educational process. As a matter of sound judgment and professional ethics, *Faculty Members* have a responsibility to avoid any apparent or actual conflict between their professional responsibilities and personal relationships with students.

The University is committed to putting students' interests first in addressing the challenges and competing interests that arise when defining limitations on certain types of faculty-student relationships. The limitations set forth in the policy are based on roles and responsibilities, group affiliations, and community norms, as well as the University's diversity, scope, scale, and geographic and virtual reach.

In support of this commitment, for example, *Faculty Members* are prohibited from having *Covered Relationships* with undergraduate students.

4.

Does the policy apply to trainees such as *Postdoctoral Research Fellows*?

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The answer to this question depends on the person's role in the situation.

Supervised *Postdoctoral Research Fellow*: This policy recognizes the unique nature of *Postdoctoral Research Fellows* as both employees and trainees who are engaged in advanced study. Under this policy, a *Faculty Member* may not engage in a *Covered Relationship* with a *Postdoctoral Research Fellow* over whom the *Faculty Member* currently has, has had, or might reasonably be expected to have *Academic or Supervisory Authority*.

***Postdoctoral Research Fellow* as supervisor:** When a *Postdoctoral Research Fellow* is acting as a supervisor (e.g., supervising students in a lab setting), the *Postdoctoral Research Fellow* must comply with SPG 601.22-1, *Employee-Student Relationships*.

In relationships involving trainees, the University's nepotism policy may also apply. The nepotism policy applies whenever someone holds a University position that is under the supervision of a relative or a person with whom he or she has a close personal or external business relationship. In this situation, the University employees must disclose the relationship to their administrator, who must resolve the conflict with a written agreement. See SPG 201.23 *Appointment of Relatives or Others with Close Personal or External Business Relationships (Nepotism)*.

5.

Does this policy apply to people who do not hold UM appointments but who interact with UM students?

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The University engages people who are not University employees to assume educational responsibility for our *Learners* through internships, affiliation and cooperation agreements, and other arrangements. The University encourages units to incorporate the provisions of this SPG into formal agreements with these types of educators, their employers, etc.

6.

What about romantic and/or sexual relationships between UM staff and students?

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Romantic and/or sexual relationships between UM staff and students have the potential to pose risks to the employee, the student, and third parties. As such, these relationships are regulated under SPG 601.22-1, *Employee-Student Relationships*.

Under that policy, an employee is prohibited from making administrative decisions and engaging in administrative actions for a student with whom the employee is currently having a romantic and/or sexual relationship. An employee may be prohibited from making administrative decisions and engaging in administrative actions for a student with whom the employee has had, in the past, a romantic and/or sexual relationship.

When both individuals are University employees, the University's nepotism policy applies (i.e., SPG 201.23 *Appointment of Relatives or Others with Close Personal or External Business Relationships (Nepotism)*). The nepotism policy requires that both employees disclose the relationship to their administrator, who must resolve the conflict with a written plan.

7.

Why can't the *Covered Teacher* and the *Learner* choose how best to handle the impacts of their relationship in the university context?

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When a *Covered Teacher* and a *Learner* enter into a *Covered Relationship*, the impacts of that relationship extend to multiple parties beyond those involved in the *Covered Relationship*, including other faculty members, other students, staff, etc. Therefore, it is not appropriate for the *Faculty Member* and the *Learner* alone to attempt to assess and address the potential implications of such a relationship on the larger academic community.

8.

Does this policy apply to a *Covered Relationship* between a *Graduate Student Instructor* and a *Learner*?

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Yes. A *GSI* is prohibited from having a *Covered Relationship* with a *Learner* in the classes the *GSI* is teaching or grading, or over whom the *GSI* has *Academic or Supervisory Authority*.

Immediately upon learning that a student with whom the *GSI* currently has or previously had a *Covered Relationship* is or will be in the *GSI's* class or otherwise under the *GSI's* *Academic or Supervisory Authority*, the *GSI* will disclose the situation to

the Dean or designee in the Dean's Office of the department in which the *GSI* is appointed. The Dean or designee in the Dean's Office will establish appropriate supervision of the *Learner*.

9.

What if the relationship is over? Does the policy still apply?

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Yes. If a *Covered Teacher* has in the past had a *Covered Relationship* with any *Learner* who subsequently is in the *Covered Teacher's* class, lab, field, or other such setting, the *Covered Teacher* must disclose the prior relationship immediately to the Dean or designee in the Dean's Office, so that the situation may be promptly and properly managed (e.g., re-assigning grading responsibilities).

A *Covered Teacher* may have separate disclosure obligations for certain personal relationships under other University policies (see, e.g., SPG 201.65-1 – Conflicts of Interest and Conflicts of Commitment).

10.

Who is responsible for disclosing a *Covered Relationship*?

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The *Covered Teacher* is responsible for disclosing a *Covered Relationship*.

11.

To whom should disclosures be made?

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Disclosures by a *Covered Teacher* are to be made to the appropriate Dean or designee in the Dean's Office.

12.

When the *Covered Teacher* discloses a relationship to the Dean or designee in the Dean's Office, who will find out about it?

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Disclosures of *Covered Relationships* will be handled with discretion to the extent possible. The Dean or designee in the Dean's Office will share information with those individuals who have a business need to know, and who are involved in developing and carrying out a management plan in those rare cases where an exception to the policy's prohibitions is granted. The Dean or designee in the Dean's Office will also consult with Academic Human Resources (and, on the Dearborn and Flint campuses, with the applicable Human Resources office) when considering a request for an exception and/or a management plan.

13.

For a *Faculty Member* with joint appointments, to whom should disclosures be made?

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In the case of a *Faculty Member* with a joint appointment, disclosure should be made to the Dean or designee in the Dean's Office that serves as the *Faculty Member's* administrative home.

14.

As a *Faculty Member*, I'm not certain whether my relationship with a *Learner* (current or past) is one that is prohibited, or one that I am required to disclose. I'd like to get some general advice as a first step. Who can I contact?

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The following individuals and offices are good resources for such questions. However, when a *Faculty Member* seeks general advice from any of these contacts or others, the *Faculty Member* has not satisfied the policy requirement that he or she not engage in the *Covered Relationship*, disclose the relationship, request an exception, etc.

Faculty Members may wish to consult with any of the resources below:

On the Ann Arbor campus:

- The University Faculty Ombuds.
- The applicable school or college faculty ombuds.

On the Dearborn campus:

- The Dearborn campus Faculty Ombuds

On the Flint campus:

- The Flint campus Faculty Ombuds

15.

As a *GSI* or *Undergraduate Student Responsible for the Delivery of Course Content*, I'm not certain whether my relationship with a *Learner* (current or past) is one that I am required to disclose. I'd like to get some general advice as a first step. Who can I contact?

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A *GSI* or *Undergraduate Student Responsible for the Delivery of Course Content* may consult with the University Student Ombuds (734-763-3545). Students who are enrolled in the Rackham Graduate School can also contact the Rackham Resolution Officer (734-936-1647). However, seeking such general advice from any of these contacts, or others, does not satisfy the policy requirement not to engage in the *Covered Relationship*, disclose the relationship, etc.

16.

What should I do if I believe a *Covered Teacher* is having a *Covered Relationship* with a *Learner*?

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Any student, faculty member, staff member, or other affiliate (e.g., individuals in a position to observe or have knowledge of such a relationship) who believes a *Covered Teacher* is engaged in a prohibited *Covered Relationship*, or is otherwise in violation of this policy, is encouraged to report the concern to the *Covered Teacher's* Dean and/or the Office of Academic Human Resources. On the Flint and Dearborn campuses, reports may also be made to the respective campus Human Resources Office (UM-Flint HR and UM-Dearborn HR). In addition, anonymous reporting can be made through the University's Compliance Hotline (1-866-990-0111) and/or the Office for Institutional Equity.

17.

Why are faculty-student relationships singled out for coverage in an independent policy rather than in a general conflict of interest/conflict of commitment policy?

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We know from experience that issues arising from a *Covered Relationship* between a *Covered Teacher* and a *Learner* are complex. This complexity stems from the inherent power imbalance between a *Covered Teacher* and a *Learner*, the private nature of the relationship, and the implications for third parties. As such, it is appropriate for faculty/student and staff/student relationships to be treated under policies separate from the University's COI/COC, anti-nepotism, and other related policies.

18.

If a *Covered Teacher* is alleged to have violated the policy, what steps will be taken and what types of sanctions can be issued?

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If a *Faculty Member* is believed to have violated the policy, the Dean is responsible for investigating the allegation and, if the Dean determines that a violation has occurred, for taking appropriate action. The Dean can issue sanctions up to and including separation from the University. Prior to the imposition of any disciplinary sanction, the *Faculty Member* will be afforded appropriate due process. In applicable cases, this may include the initiation of procedures under Regents' Bylaw 5.09, Procedures in Cases of Dismissal, Demotion, or Terminal Appointment.

For research-track faculty, due process may include the process outlined in SPG 201.12, Discipline.

For Lecturers covered by the UM-LEO collective bargaining agreement, due process may include initiation of proceedings under that Agreement.

For GSIs covered by the UM-GEO collective bargaining agreement, due process may include the initiation of proceedings under that Agreement.

If an *Undergraduate Student Responsible for the Delivery of Course Content* is alleged to have violated the policy, the University will decide on the most appropriate venue to review the allegations and, if the *Undergraduate Student Responsible for the Delivery of Course Content* is found to have violated the policy, to set appropriate sanctions up to, and including, expulsion.

19.

If a *Learner* has a *Covered Relationship* with a *Covered Teacher* and then later files a claim of sexual harassment against the *Covered Teacher*, will the University defend and indemnify that *Covered Teacher* (i.e., provide the *Covered Teacher* with legal defense against the charges)?

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It is the University's policy to defend and indemnify faculty and staff who become parties to legal proceedings by virtue of their good faith efforts to perform their University employment responsibilities (see SPG 601.09 Defense and Indemnification). Whether a faculty or staff member has acted in good faith will depend on the facts of each particular case, and will be decided on a case-by-case basis.

If a *Covered Teacher* has violated the faculty-student relationships policy by engaging in a prohibited relationship, or otherwise failing to comply with the policy, the University is unlikely to defend or indemnify the *Covered Teacher* and they will be responsible for the payment of their attorney fees and any judgment or settlement against them.

20.

How does this policy compare to those at other universities? Which other schools, if any, have a policy like this one?

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Many of UM's peers have adopted policies that echo the goals reflected in the SPG's Policy Background section, and therefore prohibit romantic and/or sexual relationships between faculty members and students (see, e.g., Northwestern University, the University of Texas at Austin, Cornell University, and Massachusetts Institute of Technology).

21.

Who can students, faculty members, and academic administrators contact when they have questions about this policy?

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Any individual should initially contact their Dean's office.

The following offices also serve as resources for information about this policy:

- Office of the Provost and Executive Vice President for Academic Affairs (734-764-9290)
- Office of Academic Human Resources (763-8938)
- Office for Institutional Equity (734-763-0235)
- On the Dearborn campus: Dearborn Human Resources (313-593-5190)
- On the Flint campus: Flint Human Resources (810-762-3150)
- Another helpful resource for students is the University Student Ombuds (734-763-3545).

22.

With respect to *Covered Teachers* and visiting or non-degree students, how do the prohibitions apply?

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The prohibitions described above apply in accordance with a non-degree or visiting student's status as undergraduate, graduate, or professional student. For example, relationships with non-degree undergraduate students would fall under the undergraduate student provisions in the policy.

23.

How does the policy apply to a *Faculty Member* with a dry or courtesy appointment?

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A *Faculty Member* with a dry or courtesy appointment falls within the scope of this SPG (601.22).

24.

What happens if I am in a *Covered Relationship*, but I was not aware that my partner in that relationship is a *Learner* until after the *Covered Relationship* began?

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Lack of knowledge may be a mitigating factor, but it does not excuse a violation of the policy.

Prompt self-disclosure may mitigate potential violations of this policy. *Covered Relationships* that are not self-disclosed will be considered more severe violations of this policy.

25.

Are Graduate Student Staff Assistants ("GSSAs") and Graduate Student Research Assistants ("GSRAs") covered by this policy vis-a-vis *Learners*?

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No. GSSAs and GSRAs are not included under the definition of *Covered Teachers*. As such, their interactions with *Learners* could be covered by other policies (see, e.g., the UM-GEO collective bargaining agreement [for GSSAs], the Staff-Student Relationship policy [SPG 601.22-1], and the anti-nepotism policy [SPG 201.23]).

26.

The policy states that it "does not preempt existing codes of student conduct." To what codes of conduct is this language referring?

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At a high level, the University has set out the "Statement of Student Rights and Responsibilities."

In addition, many schools and colleges have developed their own student codes of conduct.

27.

The policy prohibits "*Covered Relationships* between a *Faculty Member* and a graduate or professional student who is in the same discipline or academic program in which the *Faculty Member* is appointed or teaches, regardless of *Academic or Supervisory Authority*." Who decides the scope of a particular graduate student's "discipline" for purpose of the policy?

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In the event of an alleged violation under this section of the policy, the Dean or designee in the Dean's Office, working with the Office of Academic Human Resources, would make a determination on this issue.

In general, "discipline" means a field of study that is reasonably related to the graduate student's graduate degree program.

28.

Who decides the scope of a particular graduate student's "*academic program*" for purpose of the policy?

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In the event of an alleged violation under this section of the policy, the Dean, or designee in the Dean's Office, working with the Office of Academic Human Resources, would make a determination on this issue.

In general, a graduate student's "academic program" is readily and objectively discernible as the program into which the graduate student has been admitted. See, for example, the Rackham "Programs of Study" page.

29.

When does a relationship become sexual, romantic, amorous, and/or dating?

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Faculty engage in close professional working relationships with students, in the classroom and beyond, and the policy is not designed to curtail professional interactions. The line between close professional working relationships and relationships that are reasonably understood as *Covered Relationships* is defined by a reasonable person standard.

We expect people to exercise their judgment: would a reasonable individual who heard about this relationship consider it to be sexual, romantic, amorous and/or dating? If there is a question about it, then the recommendation is to err on the side of avoiding the relationship or, if it exists, disclosing promptly.

For example, this policy is not intended to prohibit a faculty member and graduate student from commonplace and appropriate professional interactions (e.g., having a cup of coffee with a student to discuss a course topic).

30.

Does the SPG extend to electronic (e.g., online) relationships?

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Yes, online relationships are covered. Physical contact is not a required element of a *Covered Relationship*.

31.

I am a *Faculty Member* and I believe my Dean may have a conflict of interest such that he/she cannot objectively assess my request for an exception. What can I do?

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In such a case, you should feel free to reach out to Academic Human Resources and present your concerns. Academic HR will work through the issues on a case-by-case basis, and consult with others as appropriate (e.g., the appropriate provost).

32.

Are individuals in academic administrator roles like Chair, Dean, Institute Director, etc. considered faculty for purposes of this policy?

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Yes. Academic administrators with faculty appointments are considered *Covered Teachers* for purposes of this policy, even when acting in their administrator roles.

33.

I have a management plan in my personnel file for a *Covered Relationship* that is now over. Will the management plan be removed from my file?

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No. The management plan is part of the personnel record and will remain with the home administrative unit. However, you may include a note with the management plan in the personnel record indicating that the *Covered Relationship* has ended.

34.

I am primarily a non-instructional staff member, but on occasion I teach courses (e.g., under a Lecturer appointment). My effort in the instructional title never exceeds 50% (i.e., I maintain at least 50% on my staff appointment). Does this policy apply to me, or am I covered under the Staff-Student Relationship policy (SPG 601.22-1), when I am teaching?

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During the instructional appointment period (e.g., a Lecturer appointment covering the period September 1 through December 31) you are covered by SPG 601.22, regardless of the percentage of effort on the faculty appointment.

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Administrative Policies and Procedures

Manual - Policy 2215: Consensual Relationships and Conflicts of Interest

Date Originally Issued: 11-25-2014

Process Owners: Provost/Executive Vice President for Academic Affairs, Chancellor for Health Sciences, and Vice President for Human Resources

1. General

The University normally has no interest in romantic or sexual consensual relationships involving members of the campus community. However, when such relationships occur in educational or supervisory contexts, they can present serious ethical concerns and compromise the University's academic and work environment, in part due to an inherent power differential between the parties. The relationships can lead to charges of sexual harassment and exploitation, especially when the relationships end, or cause third parties to have concerns about undue advantage or restricted opportunities. For these reasons, consensual relationships in which one party, the "superior," has a formal instructional, supervisory, evaluative, or advisory role over the other party, the "subordinate," must be disclosed in order to manage the actual or perceived conflicts of interest caused by the relationships and to mitigate adverse effects on third parties.

This policy applies to all faculty, staff, and students at the University and to others who participate in the University's programs and activities, whether on- or off-campus and including abroad.

2. Definitions

For the purposes of this policy:

- A "consensual relationship" means a relationship in which a superior and a subordinate are engaged by apparent mutual consent in a romantic or sexual relationship. "Apparent mutual consent" means that consent may be difficult to assess or construed as coercive due to the inherent power differential and other factors such as race, gender, sexual orientation, citizenship status, English proficiency, or past relationships and victimization. (Note that, under New Mexico law, it may be a criminal offense to have sexual relations with persons eighteen years of age or younger and with other persons who are incapable of providing consent.)
- A "superior" and "subordinate" mean the parties to a consensual relationship in which the superior exercises authority over the subordinate, such as teaching (including teaching assistants), supervising, evaluating, or advising.

3. Reporting Responsibility

A superior shall not exercise authority (such as by teaching, supervising, evaluating, or advising) over a subordinate with whom the superior is involved in a consensual relationship. The superior must disclose the relationship to an immediate supervisor as soon as possible. A superior should disclose a past consensual relationship with a subordinate to an immediate supervisor if the superior is currently exercising authority over that subordinate and believes a conflict exists.

Superiors are expected to cooperate in actions taken to eliminate conflicts of interest and mitigate adverse effects on third parties. When superiors fail to disclose current or ongoing consensual relationships, or fail to cooperate in efforts to manage the conflicts of interest caused by the relationships, they may be subject to disciplinary actions in accordance with the Faculty Handbook and other University policies.

4. Other Reporting Options

Though the primary responsibility for reporting consensual relationships rests with the superior, a subordinate may report a consensual relationship to the superior's immediate supervisor.

Consensual relationships may prompt third-party reports of the relationships, especially when third parties perceive that the relationships give undue access or advantage to the subordinate, restrict opportunities for others, or create a perception of these problems. Third parties, who believe they have been disadvantaged, may make good-faith reports of conflicts of interest due to consensual relationships to the following:

- the superior's immediate supervisor
- the applicable chair, dean, director, or vice president

5. Immediate Supervisor Responsibility

- consent -

An immediate supervisor who is notified, or becomes aware, of a consensual relationship, shall take immediate steps to manage the conflict of interest caused by the relationship. In most instances that will be accomplished by providing an alternative means for the teaching, supervising, evaluating, or advising the subordinate. For certain departments or specialized disciplines, the immediate supervisor may have to arrange for another department or unit to exercise authority over the subordinate. Supervisors may seek guidance from the Office of Equal Opportunity, Human Resources Division, or Office of the Provost, and should document the steps taken to manage the conflict of interest. (An example of a management plan is attached as Exhibit A.)

When a student is the subordinate in a consensual relationship, the immediate supervisor of the superior should endeavor to preserve the student's immediate and long-term educational opportunities, ability to meet program requirements, and career progression.

6. Confidentiality, Non-Retaliation, and Resources

As part of managing or eliminating conflicts, it may be necessary for immediate supervisors to provide general information about the conflicts to other individuals. Every reasonable effort, however, should be made to preserve confidentiality, to provide information on a need-to-know basis, and to protect the privacy of the parties. This includes responses to third-party reports.

For staff, immediate supervisors should keep all documentation related to a consensual relationship secure and separate from the official files that are maintained on the parties to the relationship. For faculty, immediate supervisors should maintain documentation related to consensual relationships in the applicable faculty personnel files, in accordance with [Faculty Handbook Policy C70 \(“Confidentiality of Faculty Records”\)](#).

Retaliation of any kind will not be tolerated and will be promptly investigated by the University, in accordance with [UAP 2200 \(“Reporting Suspected Misconduct and Whistleblower Protection from Retaliation”\)](#).

Counseling and other support services are available to the parties involved in consensual relationships, including from [Student Health and Counseling](#); [Counseling, Assistance, and Referral Services](#); Ombuds ([Faculty](#) or [Staff](#)); and the [Office of Equal Opportunity](#).

7. Related Policies

[Faculty Handbook Policy C30 \(“Employment of Relatives”\)](#)

[Faculty Handbook Policy C70 \(“Confidentiality of Faculty Records”\)](#)

[UAP 2200 \(“Reporting Suspected Misconduct and Whistleblower Protection from Retaliation”\)](#)

[UAP 3210 \(“Recruitment and Hiring”\)](#)

[UAP 2740 \(“Sexual Misconduct”\)](#)

Handbook for Directors of Undergraduate Studies in Yale College 2019–2020

Policy on Teacher-Student Consensual Relations

The integrity of the teacher-student relationship is the foundation of the University's educational mission. This relationship vests considerable trust in the teacher, who, in turn, bears authority and accountability as a mentor, educator, and evaluator. The unequal institutional power inherent in this relationship heightens the vulnerability of the student and the potential for coercion. The pedagogical relationship between teacher and student must be protected from influences or activities that can interfere with learning and personal development.

Whenever a teacher is or in the future might reasonably become responsible for teaching, advising, or directly supervising a student, a sexual relationship between them is inappropriate and must be avoided. In addition to creating the potential for coercion, any such relationship jeopardizes the integrity of the educational process by creating a conflict of interest and may impair the learning environment for other students. Finally, such situations may expose the University and the teacher to liability for violation of laws against sexual harassment and sex discrimination.

Therefore, teachers (see below) must avoid sexual relationships with students over whom they have or might reasonably expect to have direct pedagogical or supervisory responsibilities, regardless of whether the relationship is consensual. Conversely, teachers must not directly supervise any student with whom they have a sexual relationship. Undergraduate students are particularly vulnerable to the unequal institutional power inherent in the teacher-student relationship and the potential for coercion, because of their age and relative lack of maturity. Therefore, no teacher shall have a sexual or amorous relationship with any undergraduate student, regardless of whether the teacher currently exercises or expects to have any pedagogical or supervisory responsibilities over that student.

Teachers or students with questions about this policy are advised to consult with the University Title IX Coordinator, the Title IX coordinator of their school, the department chair, the appropriate dean, the Provost, or one of their designees. Students or other members of the community may lodge a formal or informal complaint regarding an alleged violation of this policy with the University Title IX Coordinator, with the Title IX coordinator of their school, or with the University-Wide Committee on Sexual Misconduct.

Violations of the above policies by a teacher will normally lead to disciplinary action. For purposes of this policy, "direct supervision" includes the following activities (on or off campus): course teaching, examining, grading, advising for a formal project such as a thesis or research, supervising required research or other academic activities, serving in such a capacity as Director of Undergraduate or Graduate Studies, and recommending in an institutional capacity for admissions, employment, fellowships, or awards.

"Teachers" includes, but is not limited to, all ladder and non-ladder faculty of the University.

"Teachers" also includes graduate and professional students and postdoctoral fellows and associates only when they are serving as part-time acting instructors, teaching fellows or in similar institutional roles, with respect to the students they are currently teaching or supervising.

"Students" refers to those enrolled in any and all educational and training programs of the University. Additionally, this policy applies to members of the Yale community who are not teachers as defined above, but have authority over or mentoring relationships with students, including athletic coaches, supervisors of student employees, advisors and directors of student organizations, Residential College Fellows, as well as others who advise, mentor, or evaluate students.

D170: Student Attendance

Approved By: Faculty Senate

Last Updated: **Draft 9/19/19**

Responsible Faculty Committee: Faculty Senate Policy Committee

Office Responsible for Administration: Dean of Students

Legend: Proposed changes are highlighted in **red**. Recent changes to address campus comments are shaded in **gray**.

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

POLICY RATIONALE

Class attendance is critical for the overall success of the students at the University of New Mexico (UNM). However, there are situations when a student may qualify for an excused absence and be provided with the opportunity to make up assignments or examinations missed. This Policy describes absences that normally qualify as excused absences and provides the process for reporting such absences and completing missed assignments and exams.

POLICY STATEMENT

The absences listed below are normally excused unless the instructor determines that the absences are excessive or adversely impact learning, or fundamentally threaten the integrity of the class. An excused absence does not relieve the student of responsibility for missed assignments, exams, etc. The student is to take the initiative in arranging with the ~~his/her~~ instructor to make up missed work, and it is expected that the instructor ~~faculty member~~ will cooperate with the student in reasonable arrangements in this regard. ~~Students should have the opportunity to make up any assignments or examinations missed. Instructors should provide an opportunity to make up an assignment or test and not limit the accommodation to dropping the lowest test or assignment grade. However, the student must recognize that some classes or class-work (quizzes, seminars, small labs, etc.) cannot be made up. Classes or class-work that cannot be made up will be identified in the syllabus and the nature of any documentation required will be described.~~

To ensure equitable treatment of students, when there is concern on the type of absences that should be excused and reasonable accommodations for such absences, instructors are encouraged to consult with their chair or dean, or the Dean of Students or equivalent position designated for graduate or professional schools or colleges and branch community colleges.

1. UNM Official Absences

Instructors should excuse absences due to UNM official absences which result when a student is required to represent UNM at University functions or related extracurricular activities such as professional meetings, academic competitions, field trips, research activities, NCAA athletic competitions, or other similar activities. UNM Official Absence(s) will be determined by a college dean or the Provost, or designee.

2. Legally or Administratively Compelled Absence(s)

Instructors ~~should~~ must excuse absences due to a legally or administratively compelled absence when a student is required to participate in legal proceedings or administrative procedures. This includes mandatory admissions interviews for professional or graduate school, or mandatory internships that cannot be rescheduled.

3. Military Obligations

Instructors ~~should~~ must excuse absences due to military obligations for students serving in the military, military reserves, or National Guard of the United States who are required to miss class due to military obligations. If the military obligations require withdrawal, ~~In recognition of the service of deployed military personnel,~~ the instructor should refer to the *UNM Catalog* or contact the Dean of Students Office or equivalent position for graduate or professional schools or colleges and branch community colleges for procedures pertaining to withdrawal and re-enrollment of military personnel.

4. Illness, Accident, or Death in the Family

Instructors should excuse unexpected absences due to personal or family illness, accident, or death in the family. Instructors may require students who are ill for ~~more than fifteen percent (15%) of required contact hours~~ ~~six (6) class days or longer~~ to obtain official notification from the Dean of Students office or equivalent position designated for graduate or professional schools or colleges and branch community colleges.

5. Disability

Instructors ~~should~~ must excuse absences due to disabilities where reasonable. ~~Such requests must be processed in accordance with University Administrative Policy 2310 "Academic Adjustments for Students with Disabilities."~~ ~~although instructors may require students to provide confirmation from the Accessibility Resource Center for ADA-protected disabilities.~~ For a short-term disability due to an illness or injury not covered by the ADA, students should contact the Dean of Students Office or equivalent position designated for graduate or professional schools or colleges and branch community colleges for assistance. They can also assist instructors with verification of the short-term disability.

5.1. Attendance Accommodation for Students with Disabilities

Attendance during scheduled class times is a necessary part of the learning process. The Accessibility Resource Center (ARC) may recommend flexibility in attendance for some students. This accommodation should be provided unless the accommodation threatens

the integrity of the course as offered. The following six factors should be used in considering if attendance is an essential element of the course and the flexibility in attendance recommended is not considered a reasonable accommodation:

1. Are there classroom interactions between the instructor and the students and among the students?
2. Do student contributions constitute a significant component of the learning process?
3. Does the functional nature of the course rely on student participation as an essential method for learning?
4. To what degree does a student's failure to attend constitute a significant loss to the educational experience of the other students in the course?
5. What do the course description and syllabus say?
6. What are the classroom practices and policies regarding attendance? ¹

If an instructor disagrees with the determination by ARC, the instructor should follow the procedures listed in University Administrative Policy **2310** "Academic Adjustments for Students with Disabilities."

6. Pregnancy

In accordance with Title IX of the Educational Amendments of 1972, instructors should must treat pregnancy related absences as excused as long as deemed medically necessary by the student's healthcare provider. If the length of absence is more than fifteen percent (15%) of required contact hours ~~six (6) class days or longer~~, the student may be required to obtain official notification from the Dean of Students Office or equivalent position designated for graduate or professional schools or colleges and branch community colleges. If instructors have any questions, they may contact the UNM Office of Equal Opportunity (OEO)

7. Religious Observances

In recognition of UNM's diverse student population, instructors are encouraged to schedule important class events to minimize conflict with major religious observances. Students who request that an absence be excused for religious reasons should must be granted reasonable accommodations. Instructors should be sensitive to the difficulty some students may have anticipating all religious obligations. Absences due to religious accommodations should be requested in accordance with Policy **C260** "Religious Accommodations." ~~the faculty member will cooperate with the student in reasonable arrangements in this regard.~~

3. Request for Reconsideration

If a request for an excused absence and/or reasonable accommodation is denied by an instructor, the student may seek informal resolution of the matter by submitting a request for reconsideration to the department chair, program/course director, or equivalent position or designee. ~~college/school dean~~. Given the need for timeliness of the issue, the student's request for reconsideration should be addressed as expeditiously as possible. This does not preclude the student from addressing the matter further in accordance with Policies **D175**

¹ Office of Civil Rights Cases 1994 and 1996

“Undergraduate Student Conduct and Grievance Policy” or **D176** “Graduate and Professional Student Conduct and Grievance Policy.”

APPLICABILITY

All academic UNM units, 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.
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DEFINITIONS

WHO SHOULD READ THIS POLICY

- Instructors
- Staff in Office of the Dean of Students
- Staff at Student Health and Counseling (SHAC)
- Administrative staff responsible for student events

RELATED DOCUMENTS

Faculty Handbook

Policy C220 “Holidays”

Policy C260 “Religious Accommodations”

D175 “Undergraduate Student Conduct and Grievance Policy”

D176 “Graduate and Professional Student Conduct and Grievance Policy.”

The Pathfinder—UNM Student Handbook. “Student Grievance Procedures”

CONTACTS

Direct any questions about this policy to Dean of Students Office or equivalent position designated for graduate or professional schools or colleges and branch community colleges.

PROCEDURES

The following procedures pertain to undergraduate students at the Albuquerque campus. Branch community college, graduate, and professional students should follow the attendance procedures issued by their respective school or college, when available.

Absences due to the situations described in the Policy Statement above ~~illness or to attend~~ authorized University activities such as field trips, athletic trips, etc. are to be reported by the student to

his/her instructor and to the Dean of Students Office in accordance with the procedures listed herein. If the student is unable to contact his/her the instructor, the student should leave a message at the instructor's department.

1. Course Attendance Expectations

Students are expected to fulfill all course requirements including attendance if specified. ~~attend all meetings of the classes in which they are enrolled. No extensions of the vacation periods are given to any students, regardless of the location of their homes.~~ Course instructors are responsible for setting attendance policies for their individual courses except where academic units, required by special circumstances such as accreditation standards, establish unit-wide policies through normal faculty governance procedures. Instructors should inform students of their expectations for attendance and participation on the first day of class and are encouraged to include this Policy in the course syllabus. Instructors may also require students to notify them of anticipated absences at the beginning of the semester and may require reasonable verification of the reason for an excused absence such as a doctor's note, hospital billing, military orders, or death notices.

Instructors may drop students with excessive absences with a grade of W ~~W/P or W/F.~~ The instructor. They may also assign a failing grade of "F" at the end of the semester for excess unexcused absences, but should inform students if they will be dropped or penalized for unexcused absences. Academic units may also reserve the right to cancel a course reservation for a student who does not attend the first class meeting of the semester, although notification should be made before the student is dropped and reasonable accommodations should be made for excused absences. ~~Instructor drop request forms are available at all academic department offices.~~ Students should not assume that nonattendance results in being dropped from class. It is the student's responsibility to initiate drops or complete withdrawals within published deadlines utilizing the appropriate process.

2. Verification of Absence

Verification (such as doctor's note, hospital billing, military orders, death notices, etc.) of a student's report of absence will be provided by the student if requested ~~on request~~ by the instructor or the Dean of Students Office. ~~and in accordance with the following general procedures.~~ Student Athletes shall submit documentation to their instructors.

3. Short-Term Absence (Less than or Equal to 15% of Required Contact Hours) ~~(1–5 4 class days)~~

When notified in advance of an absence of 1–4 days, the Dean of Students Office will prepare an absence notice which the student may pick up and personally deliver to his/her instructor(s). On absences of 1–4 days reported to the Dean of Students Office after the fact, an absence notice may be picked up by the student after consultation with a dean, if such consultation provides a basis for issuing a notice. The Dean of Students Office will encourage the student to speak directly with the instructor to work out absences that are less than fifteen percent (15%) of required contact hours ~~six (6) class days.~~ When requested by an instructor, the Dean of Students Office may assist with verification of absences that are less than or equal to 15% of required contact hours ~~six (6) class days on a case-by-case basis.~~

4. Extended Absence (More than 15% of Required Contact Hours) ~~5–Six (6) days or longer).~~

The Dean of Students Office, as a service to instructors and students, will send absence notifications to the respective instructor should an absence be more than fifteen percent (15%) of required contact hours longer than five (5) class days. This service will only be utilized when an absence is for a family/student medical issue, death of a family member, military leave, or a UNM sponsored activity. The absence notification process is only meant as a notification and not meant to excuse the absence. Excusing an absence is entirely up to the instructor of the course. ~~notices to instructor(s) on absences of 5 days or longer when notification of the absence is received prior to or at the onset of the absence. If notified after the absence, the absence notice will be prepared, but the student must hand carry the notice to his/her instructor(s).~~ Verification of extended absences is recommended (such as a doctor's note, hospital billing, etc.)

5. Exceptions. ~~On request, members of the Dean of Students staff will review specific absence situations to determine if exceptions to the established absence procedures are warranted.~~

It should be noted that written medical excuses for class absence will not be issued routinely by Student Health and Counseling (SHAC) ~~the Student Health Center~~ except in the case of physical education classes, where participation would be detrimental to the student's condition. Where confirmation of a student's attendance at SHAC ~~the Health Center~~ is required by an instructor member of the teaching staff, this will be furnished on direct inquiry, without revealing the medical details necessitating such attendance. If it appears that a student will be absent for more than 15% of required contact hours five class days ~~a week or more~~, the Dean of Students Office will be notified.

HISTORY

Effective:

Unknown (effective date not listed in current policy.)

DRAFT HISTORY

September 9, 2019—Draft revised to address campus comments.

November 11, 2018 – Draft revised for Policy Committee changes.

September 5, 2018 –Draft revised to refine policy revisions further.

June 27, 2018 – Draft revised to address different procedures for graduate and professional students and branch community colleges.

April 28, 2017 -- Draft revised for task force recommendations. April 4, 2017 – Draft revised for task force recommendations.

September 29, 2016 – Draft revised to incorporate input from FSPC member L. Oakes.

January 2, 2016—Draft developed to address COF task force recommendations.

July 19, 2015 Draft developed for Information Items taskforce review.

Candyce Torres

From: Faculty Handbook
Sent: Thursday, September 26, 2019 2:09 PM
To: Lora Stone; Leslie Oakes
Cc: Kenedi Hubbard; Carol Stephens; Candyce Torres
Subject: FW: Handbook Attendance Policy comments.

Hi there,

Please see comment below regarding D170.

Thank you,
Candyce

From: Angela Wandinger-Ness <AWandinger-Ness@salud.unm.edu>
Sent: Wednesday, September 25, 2019 5:38 PM
To: Faculty Handbook <handbook@unm.edu>
Cc: Nancy L Kanagy <NKanagy@salud.unm.edu>
Subject: Handbook Attendance Policy comments.

I have reviewed the updated attendance policies and would like to make the following comments:

1) I think it is important to have a universal attendance policy that instructors can refer to as applicable to both undergraduate and graduate students because there are entry level graduate courses that are open to undergraduates with permission. As currently written the attendance guidelines would not apply equally to both types of students enrolled in the class and could result in unequal expectations with respect to assignments. I had issues

Perhaps restating as: The following procedures pertain to undergraduate and graduate students at the Albuquerque campus where no separate procedures issued by respective school or college for graduate students are available.

2) Regarding 2. Legally or Administratively Compelled Absences:

I don't understand why "mandatory Internships" would be included here. Internships are typically organized a long time in advance, and if they conflict substantially in time with the class, it places an undue burden on the instructor to accommodate the individual and also creates unfairness to the rest of the class members who may have elected to forgo an opportunity to be in class.

Best regards,
Angela

Angela Wandinger-Ness, Ph.D.
The Victor and Ruby Hansen Surface Endowed Professor in Cancer Cell Biology and Clinical Translation
2325 Camino de Salud, CRF 225
Dept. Pathology MSC 08 4640
University of New Mexico HSC
Albuquerque, NM 87131
Phone: 505-272-1459
FAX: 505-272-4193
<http://pathology.unm.edu/faculty/faculty/awandinger.html>

Candyce Torres

From: Faculty Handbook
Sent: Monday, September 30, 2019 11:05 AM
To: Lora Stone; Leslie Oakes
Cc: Kenedi Hubbard; Carol Stephens; Candyce Torres
Subject: FW: Faculty Policies Available for Review and Comment!

FYI.

Thanks,
Candyce

From: Tiffany M Enache <TPelletier@salud.unm.edu>
Sent: Friday, September 27, 2019 12:07 PM
To: Faculty Handbook <handbook@unm.edu>
Cc: Beth M Jones <BMJones@salud.unm.edu>
Subject: RE: Faculty Policies Available for Review and Comment!

Hello,
I would like clarification about the applicability of this policy to the HSC graduate medical programs. On page 4, the Applicability section reads "All academic UNM units, including the Health Sciences Center and Branch Community Colleges" yet further down on the page in the Procedures section it reads "The following procedures pertain to undergraduate students at the Albuquerque campus. Branch community college, graduate, and professional students should follow the attendance procedures issued by their respective school or college, when available."
These two statements seem contradictory.
Thank you,

Tiffany Enache, PT, DPT

University of New Mexico
Division of Physical Therapy
Office (505) 925-0807
Cell (505) 974-7938

From: ALLFAC-L <ALLFAC-L@LIST.UNM.EDU> **On Behalf Of** UNM Faculty
Sent: Wednesday, September 25, 2019 4:27 PM
To: ALLFAC-L@LIST.UNM.EDU
Subject: Faculty Policies Available for Review and Comment!

Dear Faculty:

In accordance with Faculty Policy A53 "Development and Approval of Faculty Policies," the following proposed amended policy is available for a faculty [review and comment period](#) which ends Friday, October 25, 2019. A proposed amendment to Policy D170 was sent out for faculty review and comment in January 2019. The changes discussed below were made to address concerns raised by faculty. Please email your comments to handbook@unm.edu.

#	Policy	Changes in Addition to Earlier Proposed Changes
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<p><u>D170</u></p>	<p><u>Student Attendance</u></p>	<p>1) <u>Removed</u> the proposed limitation against accommodating the absence by dropping the lowest test or assignment grade. Such accommodation will be allowed.</p> <p>2) Replaced definition of missed class time before additional documentation/action is required from 6 days to 15% of required contact hours.</p> <p>3) Provide guidelines for determining acceptable ADA attendance accommodations with a link to University Administrative Policy 2310 “Academic Adjustments for Students with Disabilities.” Policy 2310 describes faculty responsibilities and provides procedures for instructors to follow if there is a disagreement with requested accommodations.</p> <p>These recent changes and other minor changes are shaded in gray in the revised proposed amendment available for review and comments.</p>
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Kenedi Hubbard
Office of the University Secretary
University of New Mexico
277-4664

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.

Executive Division Policies

College/School Policies

Division Policies

Unit Policies

Departmental Policies

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*.

The following is based on information shown on Faculty Handbook Website; additional information may be available in office files. (9/28/19)									
Pol #	Title	Regent approval	University Faculty approval	Faculty Senate approval	AF&T approval	President Provost approval	New Format	New Format Dft	Notes
A20	Vision, Mission and Value Statements	Dec 2001							
A50	The Faculty's Role in the University's Academic Mission								No approval, Only restates RPM 5.1 approved 9/12/96
A51	Faculty Constitution	2/6/15	12/18/14						
A52.1	Academic Freedom and Tenure Committee	?	?	?	?	?			No approval or date
A52.2	Committee on Governance	?	?	?	?	?			No approval or date
A53	Development and Approval of Faculty Policies			1/19/16			X		
A53.1	Policies Applicable to Faculty			4/20/18			X		
A60	Faculty Senate Bylaws			4/27/04				x	
A61	Faculty Senate Committees			X				x	no date
A61.1	Admissions and Registration Committee			X				x	No approval or date
A61.2	Athletic Council			X				x	No approval or date
A61.4	Budget Committee			X				x	No approval or date
A61.5	Campus Development Advisory Committee			X				x	No approval or date
A61.6	Information Technology Committee			4/24/18			X		
A61.7	Curricula Committee			11/22/16			X		No approval or date
A61.8	Faculty Ethics and Advisory Committee			X				x	No approval or date
A61.9	Faculty and Staff Benefits Committee			8/30/11				x	
A61.10	Governmental Relations Committee			X				x	No approval or date
A61.11	Graduate Committee			X				x	No approval or date
A61.12	Honorary Degree Committee			X				x	No approval or date
	Includes Policy for Awarding Honorary Degrees	11/14/96	10/21/51						
A61.14	Library Committee			X				x	No approval or date
A61.15	Research Allocations Committee			4/22/14				x	
A61.16	Research Policy Committee			X				x	No approval or date
A61.17	Scholarship Committee			X				x	No approval or date
A61.18	Teaching Enhancement Committee			X				x	No approval or date
A61.19	Undergraduate Committee			X				x	No approval or date
A61.21	University Press Committee			X				x	No approval or date

Pol #	Title	Regent approval	University Faculty approval	Faculty Senate approval	AF&T approval	President Provost approval	New For- mat	New For- mat Dft	Notes
A61.23	Health Sciences Center Council			X				x	No approval or date
	Inlcudes link to HSC Council Bylaws--file 404								file error
A66	Policy Committee			11/28/17			X		
A70.4	Student Union Board	?	?	?	?	?			No approval or date
A82	Faculty Membership and Powers	?	?	?	?	?			No approval or date
A83	Annual Reports			4/22/14			X		
A88	Creation and Reorganization of UNM Academic Units			10/27/15			X		
A89	Allocation of Office, Laboratory, and Classroom Space	?	?	?	?	?			No approval or date
A91	Creation, Review, Reorganization, and Termination of UNM Research Centers and Institutes			3/7/16			X		
Sec B	Policy on Academic Freedom and Tenure	12/8/98	12/7/98						RPM 5.2
C05	Rights and Responsibilities at the University of New Mexico	July 1982						x	
C07	Faculty Disciplinary Policy	12/13/11		3/22/11				x	
C09	Respectful Campus			4/25/17		6/16/11	X		President
C10	Employment and Advanced Degrees	1979	3/9/76						
C20	Employment of UNM Graduates		3/12/51	11/28/17			X		
C30	Employment of Relatives	1/8/08							odd ref to UAP 3210
C35	Appointment and Continuation of Deans			3/22/11					
C40	Appointment and Continuation in Office of Department Chairpersons			12/9/97					
C50	Faculty Contracts	?	?	?	?	?			No approval or date
C60	Visiting Scholars			4/26/16			X		
C70	Confidentiality of Faculty Records	12/15/09		10/27/09	AF&T rec 3/5/03				RPM 5.7
C80	Faculty Office Hours	?	?	?	?	?			No approval or date
C90	Dates of Campus Duty	?	?	?	?	?			No approval or date
C100	Academic Load			10/23/12					
C110	Teaching Assignments	1/24/78		12/6/77					

Pol #	Title	Regent approval	University Faculty approval	Faculty Senate approval	AF&T approval	President Provost approval	New For- mat	New For- mat Dft	Notes
C120	Summer Session Teaching	?	?	?	?	?			No approval or date
C130	Outside Employment	4/30/08							RPM 5.5; 9/12/96
C140	Extra Compensation	4/30/08							RPM 5.6; 9/12/96
C150	Political Activities of UNM Faculty	9/1/70	April 1970						
C170	Endowed Chairs and Named Professorships			10/15/13			X		NEW, RPM 5.18
C180	Special Administrative Component			8/27/13			X		
C190	Lecturer Annual and Promotion Reviews			2/19/15			X		NEW
C200	Sabbatical Leave	5/14/04	5/14/04					x	RPM 5.4
C205	Annual Leave	?	?	?	?	?			no pol, no approval
C210	Sick Leave	8/29/78	5/10/78						
C215	Parental Leave			11/23/10		11/29/11	X		President
C220	Holidays			4/26/16			X		
C225	Professional Leave	8/29/78	5/10/78						FS 4/26/16; not posted, needs add approvals
C230	Military Leave of Absence	8/29/78	5/10/78						
C235	Leave for Service Abroad	8/29/78	5/10/78						
C240	Leave of Absence Incident to Political Activity	8/29/78	5/10/78						
C245	Faculty Absence from Assigned Duties	8/29/78	5/10/78						
C250	Academic Leave for Principal Lecturers	10/8/13	2/26/13				X		NEW
C255	Jury Duty	?	?	?	?	?			No approval or date
C260	Religious Accommodations			4/26/16			X		
C280	Leave Without Pay	5/9/14	5/10/78	4/22/14			X		
C290	Ombuds/Dispute Resolution Services			4/23/19					
C305	Emeriti Status			4/27/10	4/9/10	7/13/10			Provost
C320	Enrollment of Faculty in University Courses	?	?	?	?	?			No approval or date
C335	Faculty Exchanges	?	?	?	?	?			No approval or date
D50	Assignment of Credit Hours			4/24/18			X		
D75	Classroom Conduct	?	?	?	?	?			Info item, but FSPC developing policy
D90	Posthumous Degrees			11/28/17			X		
D100	Dishonesty in Academic Matters	?	?	?	?	?			No approval or date

Pol #	Title	Regent approval	University Faculty approval	Faculty Senate approval	AF&T approval	President Provost approval	New For- mat	New For- mat Dft	Notes
D170	Student Attendance	?	?	?	?	?			FSPC revising pol
D175	Student Conduct and Grievance Procedures	8/11/87		May 1994		5/13/14		x	Pres approved 4 tim
D176	Graduate Student Grievance Procedures			3/6/97				x	FSGC only approval
E10	Classified Research Policy		3/13/73						RPM 5.11
E20	Overseas Research		12/12/67						RPM 5.12
E40	Research Misconduct	4/13/04		4/25/17			x		RPM 5.13; may need Reg approval
E60	Sponsored Research			10/27/15			x		RPM 5.9
E70	Intellectual Property Policy	9/14/10		4/27/10					RPM 5.8
E80	Conflict of Interest Waiver Policy for Technology Transfer	10/12/99		8/24/99					RPM 5.17
E90	Human Beings as Subjects in Research			4/25/17			x		RPM 5.14
E100	Policy Concerning Use of Animals	9/11/90		5/8/90					RPM 5.15
E110	Conflicts of Interest in Research	4/11/00		4/22/03		5/12/03			President: Effective date at end of pol says eff 3 months after Regent approv
E120	Effort Reporting Policy			2/23/10		3/28/12			Provost
F10	Role and Function of UNM Branch Colleges			11/28/17			x		
F70	Articulation: Degree Approval, Transfer of Course Credit, and Faculty Approval			1/22/19			x		
F80	Representation on Faculty Senate and Its Committees			4/28/18			x		
F90	Academic Freedom, Tenure, Appointment and Grievance Procedures		11/28/17				x		
F100	Teaching Load		11/28/17				x		

Policy Committee Work Status Table (updated 9/29/19)

(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 '19	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 needs to review in Fall '19 to see if any updates are needed			
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 '19	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 '19	Drafts reviewed by FSPC 2/7/18 & 3/24/19 and sent to Operations 2/27/18, 3/24/19, July '19 for review. Operations will have chairs review drafts.			
A61.8	Faculty Ethics and Advisory Committee	unknown	June 2015	The Ethics Committee wants to update their charge. Referred to AF&T		Spring '19	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						
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		Spring '19	FSPC approved 3/7/18 to go to Operations. Operations placed on hold pending review.			
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 '19	AF&T and FSPC approved 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		Researched other colleges and universities for definitions. ON HOLD pending AF&T			
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	???	Addressed campus comments. FSPC sent draft to AF&T for review. M Baum thinks AF&T requested policy not be changed. May be addressed by Section B taskforce	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	C50	Depends on C50	Tied to C 50 included in memo to be sent Parker to remind her. Need to discuss at future mtg.			141

				information from C50 Faculty Contracts Policy	RPM 5.4; May require BOR approval. Look at HSC policies for outside work					
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	???	At 2/13/19 mtg approved revised draft, but requested it go to AF&T for review. Stephens will send draft 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	Need to align with proposed changes to Sabbatical		??? depends on C200	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 '18	FSPC made changes to address campus comments. FSPC to consider adding guidelines for attendance accommodation. On June 19, 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			FSPC revised draft to address campus comments. Operations approved to go out for 2 nd comment period. Extensive comments received from DOS June 19, 2019 FSPC approved draft to go to Operations	4/7/17 to 5/10/17 2nd comment period 2/13/19 to 4/13/16	Approved by FS 9/24/19	
D176	Graduate Student Grievance Procedure	3/1/17		Remove graduate students from d175 and expand D176			FSPC revised draft to include changes made to D175 per campus comments. Operations approved to go out comment. Extensive comments received from DOS on June 19, 2019 FSPC approved draft to go to Operations	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

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