

**Board of Regents' Meeting
October 11, 2011
9:00 a.m.
Student Union Building Ballroom C**

AGENDA OF THE MEETING OF THE REGENTS OF THE UNIVERSITY OF NEW MEXICO

October 11, 2011

9:00 a.m. – 11:30 a.m. 1:00 p.m. – 3:00 p.m. Student Union Ballroom C

Regents Executive Session/Luncheon, 11:30 a.m. – 1:00 p.m. Cherry Silver Room

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- IX. Public Comment
- X. Vote to close the meeting and to proceed into Executive Session.
- XI. Executive Session will be held from 11:30 a.m. – 1:00 p.m. in the Cherry Silver Room
- A. Discussion and determination where appropriate of threatened or pending litigation Pursuant to Section 10-15-1.H (7) NMSA (1978)
 - B. Discussion and determination where appropriate of limited personnel matters pursuant to Section 10-15-1.H (2), NMSA (1978)

C. Discussion and determination where appropriate of the purchase, acquisition or disposal of real property pursuant to Section 10-15-1 H (8) NMSA (1978).

XII. D. Vote to re-open meeting.

E. Certification that only those matters described in Agenda Item XI. were discussed in Executive Session and if necessary, final action with regard to those matters will be taken in Open Session.

XIII. Adjournment

File: BOR Agenda 10 11.2011(final)

The University of New Mexico
Board of Regents' Meeting
September 13, 2011
Student Union Building Ballroom C
Meeting Minutes

Members present: President Jack L. Fortner, Vice President Don L. Chalmers, Secretary Treasurer Carolyn J. Abeita, J.E. "Gene" Gallegos, Bradley C. Hosmer, James H. Koch, Jacob P. Wellman (Quorum).

Administration present: President David J. Schmidly, Executive Vice President David Harris, Chancellor Paul Roth, Interim Provost Chaouki Abdallah, Vice President Julia Fulghum (R&D), Vice President Helen Gonzales (Human Resources), Vice President Paul Krebs (Athletics), Vice President Ava Lovell (Controller), Vice President Eliseo Torres (Student Affairs), Interim University Counsel Lee Peifer.

Administrators unable to attend: Vice President Josephine De Leon (Equity & Inclusion).

Regents' Advisors present: President Timothy Ross (Faculty Senate), President Mary Clark (Staff Council), President Katie Richardson (GPSA), President Jaymie Roybal (ASUNM), Past President Steve Chreist for President Waneta Tuttle (UNM Alumni Association), Chair Gary Gordon (UNM Foundation), President Maria Probasco (UNM Parent Association), President Scott Obenshain (UNM Retiree Association).

Regent Fortner called the meeting to order at 9:05 a.m.

I. Confirmation of a Quorum; Adoption of the Agenda, Regent Fortner

Motion to adopt the agenda passed unanimously (1st Chalmers, 2nd Abeita).

II. Approval of Summarized Minutes of the August 9, 2011 BOR Meeting and the BOR Special Meeting, Presidential Search Committee August 30, 2011, Regent Fortner

Motion to approve the minutes passed unanimously (1st Chalmers, 2nd Gallegos).

III. Regents' Meritorious Service Award-Susan McKinsey, Director of Communications, Breda Bova, President's Office Chief of Staff

Dr. Bova recited just a few of Mrs. McKinsey's accomplishments prior to and during her career at UNM and noted the many activities in which she's been involved. She expressed the gratitude of all at UNM for "...all you have done for us and we wish you the best on the next leg of your journey. We thank you for everything, the number of hours and the number of times you have been there for all of us...Thank you for all you've done."

President Schmidly presented the award. He stated that he has worked with a number of folks in public relations over the years and never worked with a finer or more talented person than Mrs. McKinsey. The Regents also expressed their appreciation for Mrs. McKinsey's work.

Mrs. McKinsey thanked the Regents for the honor. She introduced the staff of the University Communications and Marketing office and credited them and their predecessors for the work they have done.

IV. President's Administrative Report, President David Schmidly

President Schmidly welcomed everyone back to campus for the fall semester. He reported that the university's overall enrollment is up 1%, the non-resident enrollment is up 6% and new graduate student enrollment is up 7½%. While this freshman class may be smaller in size, it is likely the best academically prepared freshman class to attend UNM.

He introduced the new insert in the New Mexico Business Weekly. It is called UNM Connect Ed and UNM will author it monthly. It will provide news on students and faculty, updates on important topics and each issue will highlight one of UNM's schools or colleges. Positive results have already manifested from the first issue.

UNM receives its state-appropriated dollars according to the funding formula. A proposal for a new formula, with the focus on "outputs" rather than "inputs," is currently being discussed in the legislature. "Inputs" are items such as enrollment growth, increases in credit hours taken. "Outputs" would be things like the number of credit hours completed, the number of at-risk students that graduate, workforce development in health care. UNM's new admission standards went into effect this semester which should increase our "outputs."

- **The funding task force, led by Curt Porter, will finalize its recommendations tomorrow. The recommendations will be sent out for a comment period on the 15th, with a goal of adopting the new formula approach by October 15th. Recommendations include ending the state "tuition credit" and FY2012 as the basis for the formula.**
- **The strategic budget process used in FY 2012 is being reviewed with an eye toward doing more budget development through the F&F (Finance and Facilities) Committee process. The budget advisory teams instituted last year will be continued. The teams will begin to be assembled next week.**

Dr. Schmidly reported that a new business model for UNM Continuing Education is being contemplated. He also noted that eight professors have been promoted to the rank of Distinguished Professor: James Ellis, School of Law, O.C. Ferrell, Anderson School of Management, Miguel Gandert, Communication and Journalism, Ted Jojola, Community and Regional Planning, Enrique Lamadrid, Spanish and Portuguese, Virginia Scharff, History, Christopher Shultis, Music and David Sklar, Emergency Medicine.

Dr. Schmidly asked that the importance of travel be considered in the discussion regarding the Regents' Travel Policy. For many faculty, grad students and staff, travel is the most critical element of their work. It supports teaching, research and public service, the missions of the University. Approximately 85% of the \$10 million spent annually on travel is paid with non-state funds. A good policy should adhere to state and federal legal standards, it should support our mission, which is quite different from other state agencies, it should support employees in doing their jobs without paying out of their pockets, and it should be efficient and save money.

V. Comments from Regents (none)

VI. Public Comment, specific to agenda items (none)

VII. Comments from Regents' Advisors (reports included in BOR E-Book)

Faculty Senate, Timothy Ross, President. Dr. Ross reported on the four policies the Faculty Senate is working on. Also, the ad hoc report on the benefits of an Honors College rather than an Honors Program is complete. The formation of such a college would require approval by appropriate University bodies and by the state.

- **The proposal that will detail the specifics necessary to form an Honors College should come before the Faculty Senate before winter break and be through the campus comment phase by the end of spring semester.**

Staff Council, Mary Clark, President. Ms. Clark noted the report submitted by the Staff Council Student Success Committee. She asked that the BOR be mindful of the financial impact to staff of any reduction in per diem as a result of changes to the Travel policy.

GPSA, Katie Richardson, President. In addition to the GPSA update items, Ms. Richardson commented on agenda items; the Master Plan 2011 and the proposals for changes to the Travel and Per Diem Policy.

- **GPSA will provide an update at the next BOR meeting on initiatives to support graduate students.**

- **GPSA council anticipates voting on a new set of bylaws at its next meeting.**

ASUNM, Jamie Roybal, President. In addition to her report, Ms. Roybal stated that ASUNM and GPSA are working with the administration to address the makeup of the SFRB (Student Fee Review Board). In response to Regent Fortner, Ms. Roybal said she could support a 5:3 or 5:2 ration of undergrad to grad student representation on that board.

UNM Alumni Association, Steve Chreist, Past President. Mr. Chreist invited the BOR to attend the Grand Re-Opening of Hodgkin Hall and the All University Breakfast, and noted the on-line silent auction is being held again this year. The Zia Award recipients are: Larry Abraham, Steve Ciepiela, Michael Currier, Nedra Matteucci, Denise Pena, and Elba Saavedra. The Lobo Award will go to Lillian Montoya-Rael. He reported that the Alumni Association will be shipping about five tons of green chile to chapters around the country to raise funds for scholarships.

UNM Foundation, Gary Gordon, Chair. Mr. Gordon introduced Henry Nemcik, President and CEO of the UNM Foundation. Mr. Nemcik said UNM compares favorably to data from a two-year-old Eduventures benchmarking study of about ninety colleges. UNM Foundation is a member of Eduventures and hopes to be invited to participate in the update of the study this year.

- **Mr. Nemcik will try to get Mountain West schools engaged in the next study.**

UNM Parent Association, Maria Probasco, President. In addition to her report, Ms. Probasco stated the Parent Association supports the ASUNM and GPSA views on student fees and would like to have an ex officio member on the SFRB.

Retiree Association, Scott Obenshain, President. Dr. Obenshain said the Retiree Association board membership has been expanded. A major concern of the association is benefits.

VIII. Approval of the UNM Consolidated Master Plan 2011, Chris Vallejos, AVP Institutional Support Services, Dale Dekker, Dekker Perich Sabatini (<http://iss.unm.edu/PCD/university-planning/master-planning/index.html>)

Motion to approve the UNM Consolidated Master Plan 2011 passed unanimously (1st Chalmers, 2nd Hosmer).

Regent Hosmer commended the careful process that has led to this plan. Regent Chalmers commented that it is time to approve a Master Plan; building expansion approvals have been on-going without an updated master plan for the last several years.

In response to Regent Chalmers question regarding the process for changes future Boards might wish to make to the plan, Mr. Dekker said the plan includes a provision for an annual update to the BOR and that any major changes would clearly have to be approved by the BOR. He said caution should be taken to protect and preserve the historic buildings and the open space of the University.

Regent Gallegos questioned how implementation would be tracked.

Regent Abeita said that the HSC Board met on August 23rd at which time the board recommended that the HSC component of this Master Plan be approved (see Health Sciences Board Consent Agenda Item A).

Regent Koch asked if Mr. Dekker had an estimate of the cost of the monorail as requested at the August 9th BOR meeting. Based on information from Parsons Brinkerhoff, Mr. Dekker estimated the cost at \$40 to \$50 million per mile. The distance from South Campus all the way to the North is probably about 3½ miles.

IX. Regent Committee Reports (reports in BOR EBook)

Academic/Student Affairs & Research Committee, Regent Bradley Hosmer, Chair

Action Items:

- A. Approval of Summer 2011 Degree Candidates, President Ross

Motion to approve the Summer 2011 Degree Candidates passed unanimously (1st Hosmer, 2nd Gallegos).

President Ross said the names of degree recipients are included as an electronic attachment to the minutes of the Academic/Student Affairs committee.

- B. Approval of Posthumous Degree for Christina Joe, President Ross

Motion to approve a Posthumous Degree for Christina Joe passed unanimously (1st Koch, 2nd Hosmer).

Information Items:

- C. International Affairs Update, Provost Abdallah

Dr. Natasha Kolchevska was appointed Vice Provost for International Affairs. She has been very active establishing advisory committees and consolidating international affairs efforts across campus.

- D. Enrollment Status Report, Terry Babbitt, AVP, Division of Enrollment Management

The census data is as of September 9, 2011. Albuquerque Campus head count and credit hours are up, slightly over 1%. Valencia Campus head count was up more than 6.6% and credit hours up by 5.85%. The remaining three branch campuses followed the state trend of decreasing enrollment and credit hours. The Rio Rancho Campus is not a branch. It has an increase in head count of more than 62%, from 311 in Fall 2010 to 504 in Fall 2011.

Gateway students are not included in UNM's enrollment numbers.

The international student population remains, overall, at just under one thousand. This year we have a large increase in the number of international applicants. Two thirds to three quarters of international students are at the graduate level

Our national scholars target was reduced to forty students because of budget cuts. We stand at forty four national scholars. The targets were reduced from 130 to 40 because budget constraints could not support that many high level scholarships for four years.

Finance and Facilities Committee, Regent Don L. Chalmers, Chair

Consent Agenda:

- A. Disposition of Surplus Property for Main Campus on list dated August 12, 2011
- B. Contract Approval: UNMH-NM Department of Public Health
- C. Approval of Third Amendment to Lease for UNM Hospitals Addiction and Substance Abuse Program at 2450 Alamo Avenue SE, Kim Murphy, Director, Real Estate
- D. Approval of Naming Request for TriServices Building, Breda Bova, Chief of Staff, President's Office

Motion to approve Consent Agenda Items A, B, C and D passed unanimously (1st Chalmers, 2nd Gallegos).

Regent Chalmers said it was not necessary for the Anderson School naming request to come before the full BOR.

Action Items:

- E. Overview of UNM Golf Course Financial Sustainability Plan and Contract Approval: UNM Institutional Support Services-Mountain West GolfScapes, Chris Vallejos, AVP Institutional Support Services (ISS)

Motion to approve Mountain West GolfScapes contract passed unanimously (1st Chalmers, 2nd Abeita).

Regent Chalmers and Mr. Vallejos agreed that the deficit of the UNM South Golf Course had been trimmed from \$870 thousand four years ago to a projected \$10 thousand at the end of FY 2012. Part of the savings will come from this contract award to Mountain West GolfScapes.

- **In six months, ISS will bring to the BOR a plan for long term financial stability.**

In response to Regent Gallegos, Mr. Vallejos said that the South Golf Course is included in the 2011 Master Plan just passed by the BOR. Public-private partnerships are anticipated, including working with Mesa del Sol and commercial development possibilities.

Regent Wellman said that the South Golf Course should become the preferred golf course for all UNM hosted golf tournaments, such as those to be held in concert with Homecoming.

- **A quarterly update on revenues will be provided to the F&F Committee.**

F. Approval UNM Regents Travel Policy 7.7, Lee Peifer, University Counsel

Motion passed, with Regent Koch voting nay, to table this issue until the October 11, 2011 BOR meeting (1st Hosmer, 2nd Wellman).

Regent Chalmers said that it was more difficult than he first thought to reformulate the Travel and Per Diem Policy, noting that more than one law applies and the possibility that unanticipated consequences might result. The goal was to save money. It must also be legal and it should support the University's mission.

Mr. Peifer explained the "tension" between federal and state law. The New Mexico Per Diem and Mileage Act provided that Article 12 research institutions in NM may reimburse at federal rates for travel associated with federally sponsored activities. Later, the federal OMB (Office of Budget and Management) circular provided that reimbursement charged to the federal government must be consistent with what is allowed by the university in its non-federally sponsored activities.

The F&F proposal recognizes both the state act and the federal regulation. It makes a distinction between state funds and other institutional funds. It makes a distinction between federally sponsored and other travel. It reduces all in-state travel reimbursement to the lowest federal rate applicable to New Mexico. With regard to other than federally sponsored travel, it requires the difference between the reimbursement rate allowed in the state act and that allowed under the federal rates to be made up with institutional or funds other than state funds.

The Audit Committee proposal recognizes that the state act allows reimbursement under two schemes: the aggregate per diem scheme (a flat rate for both lodging and meals) and the scheme of reimbursement of lodging at actual and meals at a fixed rate. In Mr. Peifer's opinion, there is a significant legal issue with the part of the proposal that deals with aggregate rates. In both sections of the statute that deal with aggregate rates there is a base rate. There is a higher rate that the governing body is permitted to implement for Article 12 institutions. However the statute requires that the implementation of the higher rate requires a finding that the base rate is inadequate. Further, it appears that that finding must be reached on a locality by locality basis, rather than across the board.

There appears to be an increasing feeling that a receipt-based actual expenses system is an obvious and automatic solution. It is a potential solution, but it should be kept in mind that, under the statute, resorting to an actual system requires a finding by the BOR in open session of extraordinary circumstances that justify that system. That would require an identification and articulation of extraordinary circumstances warranting the approach.

Regent Koch stated he feels that Mr. Peifer's opinion supports the view of the "University" rather than the BOR, attempting to continue payments greater than those specified in the state act. If an outside opinion on this issue were to be obtained, he believes it would differ from Mr. Peifer's.

Regent Chalmers asked if Mr. Peifer's opinion was shared by previous University Counsels going back to at least 1996. Mr. Peifer responded that the design of University Counsel office requires that it be very aware of the "identification of the client." In this case, the only issue his office considered is what does or does not comply with the law. It has stayed assiduously away from "policy" considerations. He has not touched on a previous discussion of whether the current policy comports with the law. He cannot say whether the current policy complies with the law, as he is not an appellate court. What he can say is, that after looking at all available sources on the history of the policy, the logic is apparent and he believes he could defend it. He believes the current policy is based on the provision in the statute that allows Article 12 institutions, upon finding of extraordinary circumstances, to reimburse actual expenses rather than the rates in the state Per Diem Act. The logic appears to be that, having reached that finding, the regents identified federal reimbursement rates as the actual cost of traveling to locations identified in the federal regulation. There is nothing in the state statute that specifically allows the equation of federal rates to actual expenses.

Regent Koch said that he was acting chair of the F&F Committee at the time the current policy was passed and there was no discussion of this issue.

Regent Chalmers said the issue is not whether what we're doing is legal but whether we are going to have an austere budget or not. The whole impetus of looking at this policy now is to save money.

Regent Gallegos said this matter came before the Audit Committee on June 16th. The committee believed that the current policy is not in compliance with state law. It drafted a policy that said we will comply with state law, but found out it is not as straight forward as that. The August 18th Audit Committee meeting produced the proposal today. The F&F meeting on September 1st produced the other version that has the distinctions between state and "institutional" funds. We have two proposals because Regent Koch thought both should be brought before the full BOR.

Regent Gallegos said the statute has distinct sections. There is one for officers & employees of post-secondary institutions. There is no doubt that officers and employees of the university are, by the terms of that act, not to be treated differently from how everybody else is treated. As for the idea of "institutional funds," there are state agencies that receive no state appropriations but still follow the state statute on per diem.

He went on to say that OMB Circular A-21 says charges for federal travel will be consistent with those normally allowed for like circumstances in the institution's non-federally sponsored activities. Following state law is, in no way, going to violate a federal regulation.

There are two flaws in the F&F proposal: it allows for reimbursement in excess of the state statute and it does not provide for the extraordinary circumstances that give us safe harbor so

that if the BOR can be shown evidence that the state rate is insufficient at various destinations, and therefore, we can reimburse more than that. Regent Hosmer emphasized in committee that there is this way to accommodate those places where the state rates are insufficient.

The problem with the Audit Committee version now is, we automatically built in the higher rates.

Mr. Peifer clarified that he did not say following state law would violate federal law. Following the state per diem rate but charging the federal government a different rate would violate federal regulations.

Making up the difference between state and federal rates with “institutional” funds is a model followed by research institutions around the country. The logic is that the state statute is not designed to regulate how much people spend; rather it is designed to regulate how much people can expect to be reimbursed. It is clearly not designed to regulate how much people can be reimbursed from any source because it specifically states that people traveling on university business on federally sponsored business can be reimbursed at a different rate. That is the difference in the designation of “state” and “institutional” funds.

Regent Hosmer would like to investigate a third way: the University establishing a table of allowed meal expenses for different destinations in which a judgment is made, with some evidence, that the state rates are inadequate. It could be the basis for a legislative proposal should we choose to go that direction. It would lead to a framing by regents of exceptional circumstances for travel to those destinations and, since it is such a finding, it should probably be reviewed and updated annually. Any alternative proposal needs to be examined carefully. Regent Hosmer is not prepared to make a final judgment on this matter as yet.

VP Lovell stated that the auditors who conduct the annual audit of the University stand in place of the federal auditors when they complete the “single audit,” per OMB A-133. The auditors have said “...if you do not use the same rates for federal that you use for state, you are out of compliance.” I looked at the financial consequences of each proposal. The Audit Committee proposal, for the \$230 to \$240 million in contracts and grants already in place that have been authorized at the federal rates and for which no agency would go back and reallocate the “excess” per diem reimbursement to another use. We would lose that direct cost and the indirect cost. I took a sample and did estimates based on the 20 thousand requests for reimbursement processed in 2010. The estimated loss of more than \$500 thousand is net of savings that would be realized. \$233 thousand is the overhead, or indirect cost, that is returned. A lot of that money is used for supporting grad students, for start-up money, for new faculty. That money would be lost and it would be a recurring loss every year. With the F&F proposal, we would have the savings of state money and institutional money and we would lose nothing on the C&G (Contract and Grant) money. In support of the research mission, I would favor the F&F proposal. Colleagues at DFA have said they only set rates for state and local governments. Governing boards set rates for higher education.

Dr. Ross commented that faculty don’t consider themselves special employees. Rather they consider much of their work to be unusual. While traveling with students on research trips they encounter significant expenses not usually associated with “business” travel. When faculty and students travel to conferences in locations with high cost, they encounter unusual expenses. It would seem that the reason university employees and the state legislators are granted an exception from state per diem rates is in recognition of this issue. Members of the

faculty and the Faculty Senate with whom he has spoken have unanimously supported his suggestion that the BOR table this motion, table the consideration of both proposals, indefinitely until such time as there's a legal challenge to what we are doing now. If that becomes the case, we should let the courts decide.

Regent Abeita said both proposals refer to rates of \$135 and \$215. Is that a fatal flaw in both proposals? Mr. Peifer said these rates are in the finding of inadequacy sections of the statute not in the finding of extraordinary circumstances sections. When the F&F version was being drafted in the policy office the intention was to bring over as much as possible from the Audit Committee version. That was before the flaw was identified today.

Regent Gallegos stated that the Audit proposal, subject to the changes to the lower rates, complies with state law and doesn't violate WMB A-21.

- **BOR questions will be explored and the F&F Committee will recommend options to the full BOR.**
- **Regent Fortner will discuss Regent Koch's idea of obtaining outside legal counsel with him.**

G. Approval of Land Exchange City of Albuquerque (Gibson Fire Station Site for 4th Street Healthcare Clinic Site), Kim Murphy, Director Real Estate

Motion to approve Land Exchange City of Albuquerque passed unanimously (1st Chalmers, 2nd Gallegos).

The difference in value between the two parcels will be paid to the University by the city in either cash or infrastructure, at the University's discretion. Neighborhood associations in both areas are in favor of the exchange. The agreement covers a number of conditions such as rezoning, platting and site development. The City Council approved this agreement on September 7, 2011. The exchange will provide better services to South Campus.

Regent Koch said that the F&F Committee passed the proposal on to the BOR with the stipulation that the difference in value be paid in cash by the city. Mr. Murphy said that because the agreement stipulates that the payment type is at the discretion of the University, that the payment will be in cash if that is the direction of this board.

Regent Chalmers told Regent Gallegos that the HSC/UNMH will pay the University for the property.

H. Approval of Refunding of Series 2002A Bonds, Andrew Cullen, AVP Budget

Motion to approve refunding of Series 2002A bonds passed unanimously (1st Chalmers, 2nd Gallegos).

Mr. Cullen said this refunding would lower the interest rate which would lower the debt service accordingly. The bonds will be re-funded if an aggregate net present value savings of 4% (approximately \$1.4 million) or greater can be realized.

Information Items:

I. UNM Ratings Agency Update, Andrew Cullen, AVP Budget

Mr. Cullen said that given three successive recessions and three successive budget cuts, these rating reports are good news. The fee for each agency was approximately \$50 thousand. Fitch wasn't used because our financial advisors' opinion is that the expertise of Fitch lies in

the public infrastructure area not higher education. Additionally, both Moody's and Standard and Poor's are familiar with the University.

J. Facility Scan and Credit Impact, Andrew Cullen, AVP Budget

It is a consistent Moody's and Standard & Poor's request, when we go forward with a bond issue, so they can understand how the issuance of these dollars and the capital improvements associated with the issuance ties with the academic mission of the University. We are just now drawing down the last of the funds associated with the 2007 UNM bond issue. We've had several years of minimal capital dollars from the state. And, as we complete the Sandoval Regional Medical Center (SRMC) and the Main Campus housing project, we need to look at facility needs on both Main Campus and the HSC and develop a comprehensive capital renewal program to take place over the next several years.

Mary Vosevich, Director, Physical Plant, said engineering evaluations of the Fine Arts Building show that it is structurally sound. We see no subsidence of the building, no subsidence of structural columns or upper floors. There are voids under the floor, under the lower slab. The problem first appeared about a year after the building was constructed and repairs took place. We do not know exactly what was entailed in the repairs.

• **PPD will be doing an investigation of the voids beneath the slab tonight.**

When we know the extent of the voids, the engineers will suggest a remediation plan. Ms. Vosevich said the engineering letter says the building is structurally sound and so we do not have a concern that the safety of building occupants is at risk. If the void is extensive, we would like to take that opportunity to repair/upgrade any piping under the floor.

Regent Wellman was assured that the scan would include student life facilities, such as dining halls and Johnson Center.

Health Sciences Board, Chancellor Paul Roth for Regent Carolyn J. Abeita, Chair

Consent Items:

- A. Approval of HSC Master Facility Plan, Steve McKernan, CEO, UNM Hospitals
- B. Approval of UNMH Contract with the New Mexico Department of Health

Motion to approve Consent Agenda Items A & B passed unanimously (1st Abeita, 2nd Hosmer).

Both items were addressed earlier in this agenda. These items were heard by the HSC Board and reviewed by the F&F Committee.

Audit Committee, Regent Gene Gallegos, Chair

A. Audit Committee Report, August 18, 2011 Meeting

We continue to have past due audit items due to the Gallup Campus. Dr. Schmidly advises he has put together a team to address the overall circumstances in Gallup. He visited the Gallup Campus last week, went through the audit findings and believes we are in process of getting them all straightened out.

X. **Public Comment (none)**

XI. **Vote to close the meeting and to proceed into Executive Session**

Motion to proceed into Executive Session passed unanimously at 11:50 a.m. (1st Wellman, 2nd Abeita).

XII. Executive Session 11:51 a.m. – 1:53 p.m.

- A. Discussion and determination where appropriate of threatened or pending litigation pursuant to Section 10-15-1.H (7) NMSA (1978).
- B. Discussion and determination where appropriate of limited personnel matters pursuant to Section 10-15-1.H (2) NMSA (1978).
- C. Discussion and determination where appropriate of the purchase, acquisition or disposal of real property pursuant to Section 10-15-1.H (8) NMSA (1978).

XIII. D. Vote to Re-open the meeting.

Motion passed unanimously at 1:53 p.m. to return to open session (1st Koch, 2nd Chalmers).

- F. Certification that only the matters described in Agenda item XII. were discussed in Executive Session and, if necessary, final action with regard to those matters will be taken in Open Session.

Motion to certify no actions were taken in executive session passed unanimously (1st Koch, 2nd Wellman).

Action item:

Approval of donation of 1.44 acres at Young Ranch to Cochiti Pueblo, according to similar terms and language from the previous donation, including use for academic purposes

Motion passed to approve the donation, with Regent Abeita abstaining and Regents Koch and Fortner out of the room.

XIV. Adjournment

Motion to adjourn the meeting passed at 1:59 p.m. (1st Abeita, 2nd Wellman).

Jack L. Fortner
President, UNM Board of Regents

Carolyn J. Abeita
Secretary/Treasurer, UNM Board of Regents

Materials will be provided at the BOR meeting.



A Resolution of the Student Government

Joint Resolution 3F

WHEREAS, the Associated Students of the University of New Mexico (ASUNM) is the representative body of the undergraduate students; and

WHEREAS, the students of the University of New Mexico have established a Constitution to preserve and protect the rights of the students of this University; and

WHEREAS, the term "student" is defined as "any person enrolled in the University, main campus, in an undergraduate status"¹; and

WHEREAS, ASUNM upholds this Constitution and recognizes the following rights: the right to a complete and liberal education, the right to access the resources necessary to promote that education, the right to freely express ideas and thoughts that are a product of that education, and the right to participate in the processes and institutions that will ensure this education remains worthy and acceptable; and

WHEREAS, there is no federal or New Mexico state law that prohibits the admission of undocumented immigrants to U.S. colleges or universities, public or private, nor does federal or New Mexico state law require students to prove citizenship in order to enter U.S. institutions of higher education.²

¹ Article I, Section I. Definitions. (5-16-97)

² College Board- Advising Undocumented Students: <http://professionals.collegeboard.com/guidance/financial-aid/undocumented-students>

WHEREAS, the Federal Privacy Act of 1974 requires that each applicant be notified that disclosure of an applicant's social security number, (SSN), is mandatory based on University regulation. An applicant's SSN is used to ensure an accurate academic record and to provide full access to all services such as financial aid. An applicant's SSN will not be used as the primary University Identification number. If an applicant is unable to provide a SSN, the University will assign an alternative number. This will not impact the admission decision; and

WHEREAS, pertinent proposed changes to the 50th Legislature- State of New Mexico- First Special Session, 2011 HB-0018 Section 1., B., introduced by Andy Nunez read, "An application shall contain the full legal name, social security number [or individual tax identification number], except for an applicant ineligible for a social security number..." And "[The secretary is authorized to establish by regulation other documents that may be accepted as a substitute for a social security number, or an individual tax identification number.];" and

WHEREAS, it is within the mission of the University of New Mexico to transform the campus environment and embrace critical diversity, holistic learning, inclusive excellence and social justice; and, in this way, foster a climate that imbues diversity as an asset; and

WHEREAS, ASUNM believes that Section 1., K., of the aforementioned HB-0018 not only confers executive power to the secretary to "promulgate rules necessary to implement and enforce the provisions of this section³", but in doing so allows for vague interpretation and insufficient amounts of regulation in the matter, thus increasing the potential for conflict between this legislation and the inclusive mission of the University of New Mexico; and

WHEREAS, 70,000 members of the UNM community commute to and from campus on a daily basis,⁴ and whereas many of these community members are students or professionals whose employment supports institutional operations vital for the quality education of all students; and

³ Section 1. K., The secretary shall promulgate rules necessary to implement and enforce the provisions of this section.

⁴ Dale Dekker- Lobo Development

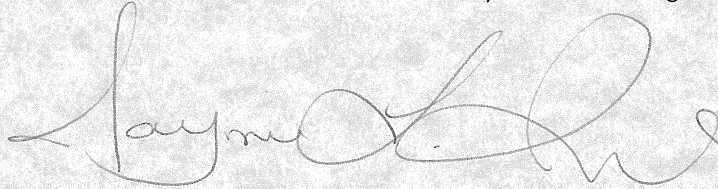
WHEREAS, ASUNM supports both public and private policy and action that contributes to the safety of all, including legislation that holds persons accountable for actions that result in the endangerment of others; and

WHEREAS, ASUNM recognizes that an individual's ability to own a state-issued driver's license increases the safety, well-being, and accountability of all commuters in our University population; and

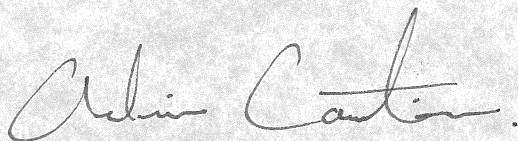
NOW, THEREFORE BE IT RESOLVED that ASUNM supports the rights of all undergraduate students of the University of New Mexico to apply for and obtain a state-issued identification card for purposes of equitable access to all University resources requiring said identification, such as the application for a Lobo Card, which grants access to services paid for by student fees including access to Libraries and Recreational services, Student Union offices, etc.; and

THEREFORE BE IT FURTHER RESOLVED that a copy of this resolution will be forwarded to the Governor of the State of New Mexico and the New Mexico State Legislature, the Board of Regents, the President of the University of New Mexico, the Vice-President of Student Affairs, the Vice-President of the Office of Equity and Inclusion and the President and Counsel of the Graduate and Professional Students Association.

Adopted this 22 day of September in the year Two-Thousand and Eleven



Jaymie L. Roybal., President



Adrian M. Cortinas, Vice President





A Resolution of the Student Government

Joint Resolution 2F

WHEREAS, the Associated Students of the University of New Mexico is the representative body of the undergraduate students; and

WHEREAS, the student body supports new housing projects on the UNM campus; and

WHEREAS, the student body commends the work done by American Campus Communities (ACC) to improve student housing; and

WHEREAS, Lobo Village is a thriving community and a positive addition to the University; and

WHEREAS, to decide on the name, location, and operating process of Lobo Village, multiple informational forums and meetings were held specifically to gain thoughts, ideas, suggestions, and comments directly from the UNM students and community; and

WHEREAS, the University is moving towards a model of shared governance and various constituent groups are consulted in important decisions; and

WHEREAS, the naming of a student residence hall is a decision that directly impacts students as they will be the individuals occupying the building; and

WHEREAS, it is not the buildings themselves that bring about a passion for student life, spirit and morale to the University, it is the students who occupy those buildings; and

WHEREAS, these students in turn work cohesively to provide a positive housing experience; and

WHEREAS, by not engaging the student body, the constituents who pay to live in the buildings, in decisions such as the naming of a residence hall the voice of the students is lost; and

WHEREAS, current residence halls on main campus have been named after Spanish conquistadors and Native American Pueblos; and

WHEREAS, the current project, Casas del Río was named by ACC in consultation with the UNM Real Estate Office; and

WHEREAS, ACC and the UNM Real Estate Office did not engage students in the project name selection process; and

WHEREAS, ASUNM does not support the project name, Casas del Río; and

WHEREAS, students have advocated for a seamless working relationship between ACC and UNM Residence Life; and

WHEREAS, students desire the opportunity to participate in the naming process; and

NOW, THEREFORE BE IT RESOLVED students request an open, inclusive process that is similar to that which was used in naming the Lobo Village project; and

THEREFORE BE IT FURTHER RESOLVED, that ASUNM strongly encourages the UNM ACC Management Committee to take the input of

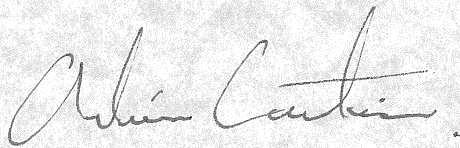
current residents and students in deciding the names of Component II Phase I on campus ACC housing project; and

THEREFORE, BE IT FURTHER RESOLVED, that a copy of this resolution will be forwarded to the President of the University of New Mexico, Board of Regents, the Vice President of Student Affairs, the Associate Vice President of Student Life, the Manager of American Campus Communities, the Director of the University of New Mexico Real Estate, the University Architect, the Associate Director of Residence Life and Student Housing, the Associate Vice President of Institutional Support Services, and the President of the Residence Hall Association.

Adopted this 15 day of September in the year Two-Thousand and Eleven



Jaymie L. Roybal, President



Adrian M. Cortinas, Vice President



**University of New Mexico Retiree Association (UNMRA) Report to
UNM Board of Regents
13 October 2011**

1. Programs for Retirees
 - a. Tour of Japanese Sabeso Garden at Albuquerque BioPark- September 28, 2011
 - b. Wine Tasting- Placitas Café- October 20, 2011 – 2:30 – 4:30 PM
 - c. Presentation of Medicare Plans to membership- November 17, 2011 – 10 AM to 1 PM
 - d. Annual Holiday Party- UNM Continuing Education Center- December 14, 2011- 2-4 PM
2. Presidential Scholar- UNMRA supports one Presidential Scholar- our new Presidential Scholar is Stephan Lujan from Rio Rancho, NM. Stephan is a graduate of Bernalillo High School where he was a 4 year member of their basketball team. A civil engineering major, he is a manager of the Lobo's Men's Basketball program.
3. The UNMRA Board and the Benefits Committee have re-scheduled their monthly meetings so we can provide a more timely report to the Board of Regents.
4. Benefits
 - a. Benefits Committee is staying informed about the situation at the Educational Retirement Board via Dr. Beulah Woodfin, former Presidents of UNMRA, who is a member of the Educational Retirement Board.
 - b. Health Insurance Concerns- David McKinney usually does a review of the Medicare proposals from each of the Medicare Insurance Carriers for our membership, the plan is to have him do the same this year.
 - c. There is concern amongst the UNMRA membership about the current study of Continuing Education that Dr. Schmidly mentioned at the last Regents Board meeting. Retirees see the continuing education offerings as an important benefit.

Respectfully submitted by,

S. Scott Obenshain, MD
President of UNM Retiree Association



**UNM Foundation, Inc.
UNM Regent's Advisor Report
October 11, 2011**

***CHANGING WORLDS
The Campaign for UNM***

Changing Worlds: The Campaign for UNM – an eight-year, \$675 million campaign, is making excellent progress towards campaign goal. The Campaign began in 2006 and is planned to conclude in 2014, complementing UNM's 125th Anniversary.

To date, nearly 50,000 donors have given \$ 414.5 million in support of the University's mission.

Specific fundraising highlights since the last meeting:

College of Pharmacy received a \$30,000 gift from Walgreens Corporate to benefit the UNM/NMSU Cooperative Program

College of Pharmacy received a \$100,000 gift to benefit the Dean's Papiani Giving Circle as well as the School's General Scholarship Fund.

College of Pharmacy received a \$50,000 gift to benefit the Dean's Papiani Giving Circle as well as the UNM/NMSU Cooperative Pharmacy Program Summer Experience

Children's Miracle Network (CMN) received a \$19,846.00 gift from the "Friends of CMN" to benefit the CMN.

College of Education received a \$100,000 gift for Special Education at the School

The Department of Art & Art History received a gift of \$50,000 to the land arts program fund

College of Fine Arts received a gift of art valued at \$436,749

Harwood Museum received a gift of art (133 paintings) valued at \$819,000 and supplemental work

College of Engineering received a gift of \$200,000 to mechanical engineering for a building retrofit program

College of Fine Arts and College of Engineering received a gift of \$210,000

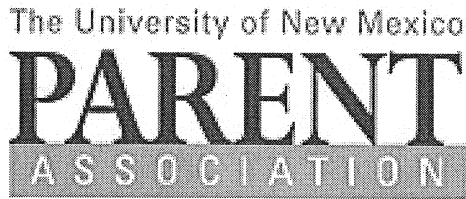
A comprehensive campaign report was distributed to Regents, University leadership and other constituents on September 27, 2011. You can access these reports at:

<http://www.unmfund.org/executive-campaign-report-august-31-2011>

The Foundation provided information on the Consolidated Investment Fund at the August Regent meeting. No new information is available at this time. The Foundation will provide a report at the next Regent meeting.

The UNM Foundation is working with University leadership, Deans and other key constituents on assessing additional funding models to replace the University's institutional support. The Foundation will report on any progress that is made at upcoming meetings. A regional campaign event is planned for Connecticut sometime late winter/early spring of 2012. This event will be hosted by a donor of the University.

The next Board of Trustees meeting will be November 10-11, 2011.



**PARENT ASSOCIATION REPORT TO THE BOARD OF REGENTS
BY: PRESIDENT, MARIA PROBASCO
OCTOBER 11, 2011**

The Family Weekend and the Annual Golf Tournament the week of September 16, 17, & 18, 2011 were extremely successful. Parents travelled from 11 different states to attend Family Weekend and the Golf Tournament. Below is a breakdown of registered attendees for each event.

Friday:

- The 2nd Annual Golf Tournament had **107 players** and an estimated revenue of **\$40,000**
- Hypnotist – **220**

Saturday:

- Parent Association's Annual General Membership Breakfast/Meeting - **260**
- Financial Aid/Bursar Workshop- **113**
- Career/Internship Workshop - **134**
- Tailgate Party - **356**
- Football Game – **359**

Sunday:

- Tour of the Pit and Breakfast – **98**

The Parent Association is very appreciative of the support it received from the sponsors, players, Student Regent Jacob Wellman, Provost Abdallah, the Athletic Department, the Division of Student Affairs, UNM Marketing and Communications and the UNM Foundation. A special thank you also goes to the parent volunteers who served on the Family Weekend and Golf Tournament Committee and also those who showed up and helped with these events. The Golf Tournament would not have been a success without the leadership and hard work of Bob Notary and Daniel Perea, Committee Chairs.

For your information, I am attaching a list of the Parent Association's annual events and activities, and also the Parent Clubs/Chapters.

I am also including my Parent to Parent letter which was included in the September issue of the Parent Newsletter. Please note the good looking older "student" (third from the left) is our very own Regent President Fortner welcoming students at LOBO Village.

Upcoming Events/Activities:

- Senior Day 2011 Academic and Support Service Information Fair, October 8, 2011
- Next Parent Association Board of Director's Meeting – Thursday, October 20, 2011
- Parent Day at the Pit and Silent Auction - TBD

	B	C
1	PARENT ASSOCIATION ACTIVITIES, EVENTS AND PARENT CLUBS	
2		
3	PARENT ASSOCIATION ACTIVITIES	MONTH OF EVENT
4	COLLEGE ENRICHMENT PROGRAM (CEP) ORIENTATIONS (PARENTS AND STUDENTS OF FRESHMAN CLASS)	JUNE THRU AUGUST
5	COLLEGE OF ENGINEERING OPEN HOUSE	NOVEMBER
6	FAMILY CONNECTION/PARENT ASSOCIATION WORKSHOPS	YEAR ROUND
7	FAMILY WEEKEND	OCTOBER
8	FRESHMAN FAMILY DAY AND CONVOCATION	AUGUST
9	LOBO ORIENTATIONS (PARENTS OF FRESHMAN CLASS)	JUNE THRU AUGUST
10	MOVE-IN WEEK ACTIVITIES	AUGUST
11	PARENT DAY AT THE PIT AND SILENT AUCTION	SPRING
12	SENIOR DAY	OCTOBER
13	SUMMER SEND-OFFS	AUGUST
14		
15	FUNDRAISING ACTIVITIES/EVENTS	
16	FAMILY WEEKEND - ANNUAL GOLF TOURNAMENT	OCTOBER
17	HOLIDAY ORNAMENT	FALL
18	PARENT DAY AT THE PIT AND SILENT AUCTION	FEBRUARY
19	RESTAURANT COUPONS	FALL
20	BAGOLITA'S	FALL
21		
22	APPRECIATION EVENT	
23	APPRECIATION RECEPTION FOR DONORS, SUPPORTERS AND VOLUNTEERS	JUNE
24		
25	NEWSLETTER	
26	MONTHLY PARENT NEWSLETTER	MONTHLY
27		
28	PARENT ASSOCIATION CLUBS/CHAPTERS	
29	FARMINGTON	SUMMER SEND-OFFS IN AUGUST& MEETINGS YEAR-ROUND
30	GALLUP	SUMMER SEND-OFFS IN AUGUST& MEETINGS YEAR-ROUND
31	SANTA FE	SUMMER SEND-OFFS IN AUGUST& MEETINGS YEAR-ROUND
32	LAS CRUCES	SUMMER SEND-OFFS IN AUGUST& MEETINGS YEAR-ROUND

Form D Attachment 1:

Executive Summary

Proposal for a Master of Arts, and Master of Science, and undergraduate certificate program in Museum Studies

1. Program Description: What is the program and why should we offer it? Include the program's major goals.

What are our goals?

The purpose of this program is to establish an interdisciplinary graduate course of study leading to a M.S. or M.A. degree in Museum Studies and to strengthen and expand UNM's existing graduate minor in Museum Studies. The major goals are: a) to provide a formal graduate program to meet New Mexico's growing need for trained museum professionals, b) to strengthen New Mexico's vibrant and growing tourist industry, c) to increase the quality of museum based public education, d) to support and provide training for tribal and pueblo museums and cultural centers, and e) to encourage and facilitate object-based scientific and humanistic research.

Why should UNM offer this program?

First, the State of New Mexico ranks tenth in the United States in the number of museums per capita. The number of museums continues to grow and existing ones expand to meet ever-increasing demand. Tribes and pueblos also are using their resources to build and strengthen museums and cultural centers. **Second**, the State lacks an educational path to the museum profession, while at the same time there is a pressing need for trained museum professionals. Studies project increased demand for trained museum professionals with graduate-level expertise in museum studies. Financial support for museums and museum-related facilities has increased over the past two decades. More than 100,000 people are employed in museums in the United States as collection managers, curatorial assistants, registrars, museum educators, exhibit development staff, curators and administrators. **Third**, graduates will be qualified for a variety of other careers including outdoor education, interpreters in local, state, and federal parks and visitor centers, and mid-level careers in field biology, fine arts, anthropology, and natural history. Others will be inspired to continue their education at the doctoral level. **Fourth**, UNM has five museums with significant collections and is uniquely positioned to provide the leadership to offer graduate education and undergraduate certificate training in museum studies. **Fifth**, the proposed program will enhance educational opportunities for a broad range of diverse students. It will provide training opportunities for individuals from underrepresented groups, including Native American tribal members for positions in emerging tribal and pueblo museums and similar cultural institutions. **Sixth**, it will create new and unique opportunities for collaborative and self-directed research and learning that will serve as a resource for knowledge for New Mexico, the nation and the world. **Seventh**, research funding, graduate courses, and faculty expertise in museum studies are already in place in several UNM departments, centers, and institutes in anthropology, biology, earth and planetary

science, and fine arts. A focused Museum Studies program in partnerships with NM museums, tribal governments, and local, state, and federal agencies will enable New Mexico to compete more favorably for extramural research and educational funding.

How does the program fit within the UNM mission and strategic plan?

This program will strengthen UNM's ability to build, through its Museums, its growing and effective network of partners promoting the University mission through student-centered programming in cooperation with the UNM's academic departments. UNM Museums are significant assets for student collaboration with each other, faculty and staff, and organizations outside the University. The Museum Studies Program will engage students, faculty, and staff in exciting physical and intellectual challenges for collection and field research and provide unique settings for formal and informal object-based research and education. The Program will build upon UNM Museums' existing collaborative relationships with on- and off-campus scholars and create an expanded off-campus resource base for programmatic collaboration. The graduate program will contribute original research enhancing the acquisition and understanding of the Museums' collections. Knowledge will be disseminated to professional and public audiences through scholarly referred and popular publications, lectures, exhibit content, formal and informal museum education, and a variety of public and academic programs.

How does the program fit within the units' future plans and research priorities?

The Museum Studies Program will advance UNM's mission by providing graduate training in the application of technology and the social and natural sciences important to the economy, natural resources, and cultural heritage of New Mexico and the nation. This program will benefit UNM's national stature by recruiting exceptional graduate students and help attract new faculty in cognate disciplines by providing expanded opportunities for museum-based research and outreach. UNM's museums are widely recognized as regional and national treasures resulting from their collections and professional expertise in research and formal and informal education. It will promote UNM's value of excellence by focusing and strengthening existing curriculum and incorporating distance learning (DL). It will bring together a unique consortium of UNM Museums, courses, laboratories, researchers, museum professionals and educators in a statewide and national network to train qualified graduate students for teaching, research, and public service in Museum contexts. Distance learning (DL) will be an integral part of the Museum Studies professional certificate program and help UNM "break out of the band" by increasing graduate and DL enrollment. DL will consist of providing short courses at UNM branch campuses; television broadcasting [ITV]; and on line [internet] course offerings.

How does the program fit with related offerings at UNM and regionally?

There are about 90 museum studies graduate programs in the US. The majority of these are sub-programs or "tracks" within anthropology or art departments. In the Rocky Mountain/Plains/Southwest region, only the University of Colorado Boulder and Texas Tech University offer broad interdisciplinary graduate museum training in anthropology, fine arts, natural history, and science. There is no graduate program in Museum Studies in New Mexico. However, the Institute of American Indian Arts (IAIA) in Santé Fe

offers distance learning and Associate and Bachelor degrees in Museology. The IAIA program is directed to Native Americans focusing primarily on Native American Arts and Cultures. It is designed to prepare individuals to assume careers in Native American Museums, cultural centers, and galleries. The proposed UNM Program will offer greater disciplinary breadth including Native American Studies, as well as anthropology, archaeology, biology, earth and planetary science, and fine arts. The UNM program will be synergistic with IAIA and provide a path for education beyond the associate and baccalaureate levels.

An analysis of the number of museums in the US using statistics compiled by the American Association of Museums (AAM), the Institute of Museums and Library Services (IMLS), and additional web sources indicates that New Mexico ranks tenth in the nation in the number of museums per capita. According to the Bureau of Labor Statistics, job opportunities in Museum Studies are expected to increase faster than the national average possibly by as much as 18% through 2016 (<http://www.bls.gov/oco/ocos065.htm>). Given the Bureau of Labor projections, the relatively large number of museums per capita in New Mexico, the regional emphasis on developing tourism, and increasing needs for curation related to biological and cultural research and preservation, it is reasonable to presume there will be employment opportunities both regionally and nationally for highly qualified museum professionals.

Currently UNM offers a graduate minor in museum studies available to any student enrolled in a graduate degree program. The minor requires 9 hours of course work and 6 credit hours of internship for a total of 15 hours. It includes two core courses [MSST 507, Museum Practices (3) and MSST 585, Seminar in Museum Methods (3)] plus ARTH 529, Topics in Art History (3) and MSST 586, Practicum: Museum Methods (3) for the 6 hour internship requirement. The existing graduate minor provides the foundation for the core curriculum of the proposed graduate program and the graduate curriculum will be expanded to include two new courses.

Existing and pending faculty resources at UNM include these established graduate courses. In addition, a Museum Collection Management course has been developed and offered by Maxwell Museum faculty and curators, along with faculty and curators from the Museum of SW Biology and Art Museum. All participants are committed to continue to offer this interdisciplinary course on an annual basis if they are assured of some relief from other responsibilities. The Department of Art and Art History has agreed to relinquish ownership of the MSST courses to the new Museum Studies Department. These established courses [MSST 507 Museum Practices, MSST 585 Seminar in Museum Methods, MSST 529 Topics in Art History, and MSST 586 Practicum: Museum Methods] will be cross listed with the Department of Art and Art History and the existing graduate minor will continue to be offered and remain unchanged.

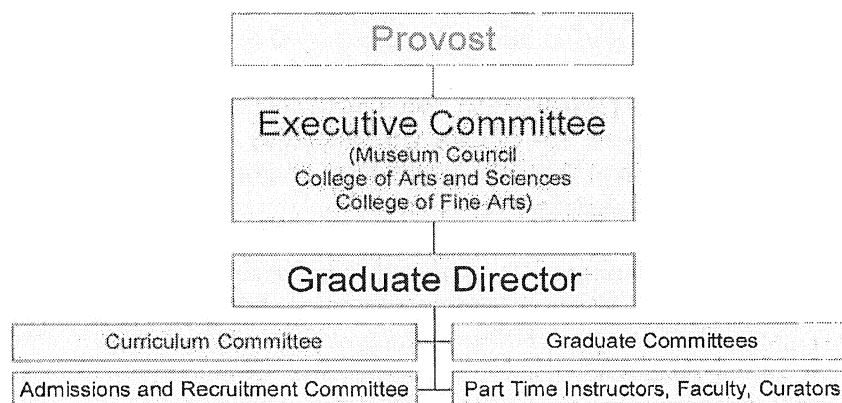
The existing Seminar in Museum Methods and Practicum: Museum Methods (MSST 585 and 586) will continue to be taught by faculty in disciplines other than Art History as part of the expanded required curriculum. It will be offered by appropriate faculty and staff in all five of UNM's museums and by qualified faculty in cognate departments. Graduate seminars already offered in cognate departments also may count as advanced seminar

hours in Museum Studies with advisor approval; therefore it is anticipated that the proposed program will increase enrollment in some of these seminars.

What is the governance structure of the program?

As an interdisciplinary program academic governance will be by an Executive Committee consisting of the Directors of UNM's five Museums (UNM Art Museum, Harwood Museum of Art, Institute of Meteoritics and Meteorite Museum, Maxwell Museum of Anthropology, and the Museum of Southwestern Biology) and the Deans (or their designated representatives) of the College of Arts and Sciences and Fine Arts. The program will exist independent of any department, but will draw on faculty from participating departments. The program will be led by a Graduate Director who will be a full time (9 month) tenured (or tenure track) faculty member. The Graduate Director will report to the Executive Committee on curriculum matters, manage the recruitment and admissions process, coordinate the assignment of advisors, develop and maintain relationships with other museums to facilitate internship opportunities, teach in the Program, chair the program's curriculum committee, implement and maintain DL courses, hire part time instructors, supervise the administrative assistant, and report annually (or more frequently if necessary) to the Museum Studies Executive Committee.

Museum Studies Graduate and Certificate Program Governance Chart

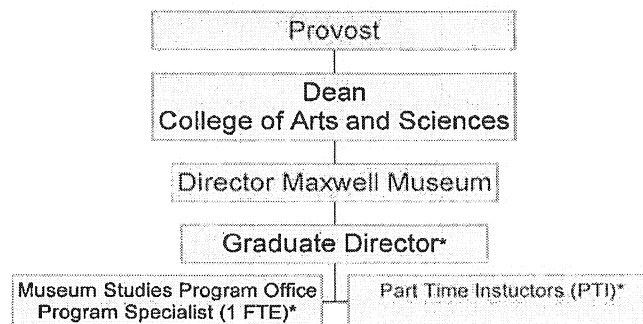


The program will be housed in the Maxwell Museum of Anthropology and supported by a program specialist (Attachment 4). The program will be structured to ensure that participating departments receive credit for courses taught by their faculty. When appropriate, courses will be cross-listed and available to students in the participating departments.

Although this is an interdisciplinary program, it requires administrative alignment within the larger University organizational structure. The Maxwell Museum of Anthropology will administer the program because a) it is UNM's only accredited museum; b) anthropology bridges the social sciences, fine arts, and natural sciences; c) the largest number of applicants are anticipated to select anthropology as their cognate discipline. It is also anticipated that the majority of students will select cognate disciplines within the College of Arts and Sciences. The Executive Committee is

designed to provide overall interdisciplinary museum-based program review with representation from the museums and deans from both the College of Fine Arts and the College of Arts and Sciences. It will determine and review the Program's policies and procedures. Because it is an interdisciplinary program the nexus of both operational and organizational structures will be at the Provost's office. The following chart outlines the proposed operational structure within the College of Arts and Sciences.

Museum Studies Graduate and Certificate Program Operational Chart



* new positions

What is the program development and implementation timeline?

Although much has already been accomplished, it is anticipated that it will require about 5-6 months developing the program, obtaining approvals and making requested revisions. Ideally implementation will begin during the fall semester of 2012 with the recruitment of the Museum Studies Graduate Director, web development, program promotion, and student recruitment. The first graduate student enrollment is anticipated in the Fall of 2012.

2. Student Characteristics

How many students are projected to enroll?

Graduate applicants to the program will be accepted, rejected or invited to reapply based on a combination of factors, including GPA, GRE scores, letters of reference, area of interest, and the number of students the program can accommodate in a given two-year cycle. A primary factor for graduate admission will be identifying a faculty member from one of UNM's Museums or academic departments whose expertise matches the interests of an applicant and who is willing to advise and mentor the student. Potential application and enrollment has been evaluated based on statistics for a similar program at the University of Colorado at Boulder (UCB) compiled for the period between 1998 and 2005 for that institution's 7 year program review. The UCB program received an average of 45 applications per year (range 36-57) and admitted on average 11 per year (range 9-13). It is important to recognize that the number of applicants increased significantly over time. On average about 50% of students were state residents and 50% non-residents. The mean GPA of students accepted upon entrance was 3.468 (mean

range/year 3.3-3.6) and the mean GRE scores for verbal (V), quantitative (Q), and analytical (A) were 564, 589, and 632, respectively. The means of V, Q, and A scores for all UCB graduate programs for 2004 were 558, 659, and 657, respectively. Mean time to graduation was 2.5 years (range 2-3.5), which was identical to the mean for M.A. graduates in UCB's A & S natural science departments.

Table 1. Projected graduate enrollment and graduate student credit hours (including thesis-project hours) based on estimated average time of 2.5 years to completion.

Year	New Graduate Students	Returning & Continuing Students	Total Students	Credit Hours
1	8	0	8	144
2	9	8	17	282
3	10	14	24	315
4	10	15	25	330
5	10	15	25	330

It is difficult to project enrollment for the professional certificate program. The museum studies working group has not been able to identify comparable statistics for interdisciplinary museum studies certificate programs. However, it may be reasonable to assume that certificate enrollment will increase the number of credit hours and that students in cognate departments will take museum studies classes as electives. DL offerings and enrichment classes associated with the certificate program also will increase student credit hours. These factors suggest that student credit hour projections are conservative.

What are the demographic characteristics and educational goals of the target students?

It is anticipated that in-state students in this program will reflect the ethnic, gender and age make-up of the population in New Mexico and out-of-state students will reflect national demographics. However, museums are important foci for underrepresented groups in American society, and the program is anticipated to attract a larger percentage of applicants from underrepresented groups compared to UNM graduate programs as a whole. Anecdotal evidence suggests that there will be a greater number of female than male applicants (the UCB applicant pool was approximately 80% female consistently between 1998 and 2005). Anecdotal evidence (also from the UCB program) suggests that the majority of applicants will select anthropology as their cognate discipline, possibly followed in descending order by biology, fine arts, and earth and planetary sciences.

What are the employment goals of the typical target student?

Students completing the Master's degree will be prepared for a variety of occupations, including: collections managers, curatorial assistants, registrars, museum educators, exhibit developers, park interpreters, informal educators, and administrators. The

Museum Studies Master's degree will also be valuable to students who wish to become outdoor educators, interpreters, or naturalists. Some graduates may choose to pursue a Ph.D. to prepare for advanced curatorial work in museums.

What student support will be needed (GA & TA positions, scholarships, etc.)?

Students in good standing will be eligible to receive funding through the Program in the form of graduate assistant employment through grants and contracts to faculty. The New Mexico Association of Museums (NMAM) provides scholarships to attend its annual meeting to beginning museum professionals and students. It is the Program's goal to provide as much funding as possible for all of its students, but it is recognized that it will take time and that any level of funding for any individual student cannot be guaranteed.

3. Curriculum Plan

Describe the curriculum. Discuss any new courses and the impact of the curriculum on existing courses, including courses in other departments.

The proposed UNM curriculum is a 33 credit hour interdisciplinary graduate program coupled with a 15 undergraduate credit (300/400 level) hour undergraduate certificate. The curriculum builds upon several core courses already offered at UNM: MSST (407/507), MSST (485/585), and (MSST 486/586). The proposed program is designed to give students academic training in all aspects of museology and their chosen cognate discipline. Course work may include field projects related to the student's chosen specialization. It will require the addition of one new core course (museum interpretation) that will be offered every year, and formalizing another course (museum collection management).

Course Requirements - Thesis Plan	Cr. Hrs.	Course Requirements - Project Plan	Cr. Hrs.
Museum Practices MSST (407/507)	3	Museum Practices MSST (407/507)	3
Museum Interpretation (MSST 475/575)	3	Museum Interpretation (MSST 475/575)	3
Museum Collection Management (MSST 476/576)	3	Museum Collection Management (MSST 476/576)	3
Seminar in Museum Methods (MSST 485/585) Δ	3	Seminar in Museum Methods (MSST 485/585) Δ	3
Practicum: Museum Methods (MSST 486/586) Δ	3	Practicum: Museum Methods (MSST 486/586) Δ	3
Cognate Discipline Hours (500+)**	12	Cognate Discipline Hours (500+)**	15
<i>Total course hours:</i>	27	<i>Total course hours:</i>	30
Thesis Hours MSST (599)	6	Project hours (598)	3
<i>Minimum credits required:</i>	33	<i>Minimum credits required:</i>	33

** Cognate hours may also include practicum work, field methods courses, and up to six hours of *300 or

*400 level classes, if appropriate. Cognate hours may be taken in more than one department or school.

Some Museum courses may count as cognate hours with advisor approval.

Δ Six (6) credit maximum.

Museum Practices (MSST 407/507) emphasizes theory and practices pertaining to collections, documentation and care of museum collections, the importance of informal learning in museum contexts, and the role museums play in serving the public. Course work may include field projects related to the student's chosen cognate discipline in an

area of specialization. Museum Interpretation will be a new course designed to explore the theory behind the development of exhibitions, and the representation of people within museums especially pertaining to the diverse cultures of New Mexico, museum education and public programming. Museum Collection Management (MSST 476/576), has already been offered periodically at UNM as a Topic course, but will need to be formalized as a regular offering in the instructional cycle. It will emphasize how to collect, catalog, and care for museum collections as well as the role of research and informal object based learning in museums. The Graduate requirements also include successful completion of two existing museum studies courses, Seminar in Museum Methods (MSST 485/585) and Practicum: Museum Methods (MSST 486/586). The Seminar in Museum Methods (MSST485/585) is designed to explore theoretical and practical work in specific museum problems, topics and themes. Material Culture in America (MSST 311/511) is not included in the course listings above. The origins of this course are unclear and it appears that it may never have been offered (at least after 2004). This course will sunset in the Fall of 2010 and if there is no enrollment prior to that time, it will be expunged from the UNM Catalog.

The decision to award either a Master of Arts or Master of Science degree will be determined on a case-by-case basis. The determination will be made by the student's graduate committee on the basis of the nature of the student's thesis or project, the specific graduate courses taken by the student, and the requirements of the student's cognate department. For example, the Department of Anthropology requires two additional math or science classes (Biology, Chemistry, Statistics, etc.) in addition to its Masters of Arts requirements if a student chooses the Master of Science degree option. Students enrolled in the Museum Studies Graduate Program would be expected to meet these same course requirements if their cognate discipline is Anthropology and they select the M.S. rather than an M.A. option. The determination will be made by the student's graduate committee and must be approved by the Graduate Director. The existing graduate minor in Museum Studies will continue to be offered and remain unchanged.

Students in either the Thesis or Project Programs will be required to complete one museum practica. The practica (MSST 486/586) are 3 credit internships that include at least 150 hours of experience or service in a museum or museum related facility or program. The practicum is an opportunity for students to gain hands-on experience in some aspect of museum work. Practica can be offered through the Harwood Museum of Art, Institute of Meteoritics, Maxwell Museum of Anthropology, Museum of Southwestern Biology, the UNM Art Museum, and other UNM collections and programs. Students also will be encouraged to conduct practica at an off-campus cooperating institution at local museums such as the New Mexico Museum of Natural History, the National Hispanic Cultural Center, Indian Pueblo Cultural Center, Albuquerque Biological Park (Zoo, Aquarium, Botanic Gardens), Museum of Spanish Colonial Art, Museum of Indian Arts and Culture, Museum of International Folk Art, Albuquerque Balloon Museum, Wheelwright Museum of the American Indian, as well as at other regional and national museums such as the Smithsonian Institution, Chicago's Field Museum, and the American Museum of Natural History. In the event that the student has had extensive museum work experience prior to entering the Program, the internship requirement (MSST 586) may be waived by the student's graduate committee. However,

if MSST 585 is waived, the total number of credit hours (33) required to complete the degree requirements will remain the same. All students must have a firm grounding in museum studies through the required core museology curriculum as well as specialization in a cognate discipline.

A total of 15 credit hours will be required for the certificate program and will include successful completion of Museum Practices (MSST 407), Museum Collection Management (MSST 476), Museum Interpretation (MSST 475), at least one practica (MSST 486) and one seminar in museum methods (MSST 485). Resident requirement will not apply to students selecting the certificate program.

What are the expected student learning outcomes for the program?

The proposed Museum Studies Graduate Program offers an opportunity for individuals with a Bachelor's Degree in Anthropology, Art History, Biology, Classics, Education, Fine Arts, Geological Sciences, Geography, History, or other disciplines to gain expertise in museum theory and practice, as well as advanced topical knowledge in a chosen discipline (or specialty). Students will be expected to contribute and present new and original knowledge to the museum community and their cognate discipline upon completing either a Master's thesis or a Master's project. The curriculum is designed to equip students with a range of museum skills and enable them to tailor learning to their career objectives. Core learning objectives will dovetail with the student's cognate discipline to include: a) collection management - acquisition, organization, stabilization, conservation, and research, b) security, risk management, and environmental controls, c) exhibit interpretation and development d) museum law (Endangered Species Act, Marine Mammal Act, Native American Graves and Repatriation Act, UNESCO Accords, etc.), e) museum ethics and professionalism, f) serving underrepresented groups, g) informal and object-based education in museum contexts and interpretation, and h) other topics relevant to museum theory and practice.

What instructional model(s) will be used in presenting the program?

University faculty and museum staff will teach museum courses and seminars with contributions from museum professionals and specialists throughout the region. The core curriculum will provide a firm grounding in museum history and theory with special emphasis on current ideas, issues, and practices confronting contemporary museum professionals. UNM's museums will serve as laboratories for application of learned concepts and techniques. Learning will extend beyond UNM to other institutions through field trips and the internship requirement. Coursework in the student's cognate discipline should be completed in one or more departments outside the Museum Studies Department. The proposed program takes advantage of the expertise existing in UNM's museums by combining their strengths with an integrated interdisciplinary museology curriculum.

How will the learning outcomes be measured?

All prospective students will be asked to submit with their applications to the program a statement of their goals and interests as a baseline of expectations that will be used to

assess the extent to which their goals are met. Assessment will be made based on exit interviews to evaluate whether students have realized their goals in achieving an adequate level of competency in knowledge and skills. Learning outcomes will be measured by successful completion of course requirements with a grade of B or higher, a comprehensive examination, completion of an internship, and successful completion and defense of a project or thesis. All degree candidates will be required to take a comprehensive examination. The examination will be given in two stages: a written exam followed by an oral exam taken within two weeks of each other. The oral exam requirement may be waived only by full consent of the student's graduate committee. A project or thesis that develops an original product or process of demonstrable value to museum professionals must be developed in consultation with the student's committee. The student's committee will find the project satisfactory or unsatisfactory, and may recommend additional steps for the student to correct any deficiencies in the project and/or the paper. The quality of the comprehensive examination and master's thesis and projects will be assessed by the student's graduate committee, which will evaluate each student's level of content knowledge.

What technology, media, equipment and instructional supplies are needed to reach these learning outcomes? Are these resources available? What is the estimated cost?

In addition to requesting I & G funding for the needs identified below, the program will look to industry, private donors, foundations and trusts, and local, state, federal funding programs for student support and program enhancements.

UNM Museums' existing collection and laboratory facilities are integral assets for practica and thesis and project research. No new research facilities are required at the present time.

To keep pace with contemporary and rapidly evolving museum technology, the program would like to acquire high performance high resolution hardware and software to train students in the application of contemporary requirements for collection and data acquisition, accessibility, and security. Museums are under increasing pressure to make their collections accessible in digital formats. The program should include instruction and training in the policies and procedures for digitizing museum objects, digitizing associated contextual data, producing digital images for long-term archives, and the use of images and data for collection management and outreach presentation. To balance theory with practice, students need to learn how to produce, analyze and archive digital images. If program start up funding is not possible for high resolution imaging and data management, it may be possible to acquire this equipment through extramural sources.

Are there any needs for additional or renovated space?

The Maxwell Museum will serve as the physical location for the program, and will provide the office space necessary for the graduate director, program specialist, graduate students, and support facilities essential to the success of the program. To do this, some renovation of existing space in either the Maxwell Museum or Hibben Center will be required. The participating museums and teaching departments will provide laboratory facilities for thesis and project development and research. Classroom space is available

in the Hibben Center and can also be scheduled by the Office of the Registrar. Additional instructional facilities exist in all UNM's museums.

What student support services are likely to be needed and to what extent (CAPS, Library, CIRT, advising, etc.)? What is the estimated cost?

The program will need to acquire a teaching and advanced study library consisting of select Museum Studies references, instructional CDs for classroom use, and institutional American Association of Museums membership, and related periodicals. A departmental laptop and power point and video projectors and miscellaneous office equipment will also be required. The total estimated cost of these acquisitions is \$7,000.

Provide a rationale for any course fees or other expenses (in addition to tuition) that students will be expected to cover.

No course fees have been identified at this time. However, course fees are likely to be required for specific classes. A course fee request form (registrar.unm.edu) will be submitted as the courses are developed by specific instructors.

4. Human Resource Plan

a. How many faculty are necessary for program delivery and what are their qualifications?

One new full time (9 month) faculty member will be required to serve as Graduate Director. The minimum qualifications for this position are a Ph.D. in Anthropology (or closely related discipline) and at least three years of museum experience specifically focusing on interdisciplinary education, research, and public service within a museum context. The successful candidate may be tenured in Anthropology or Museum Studies, but should be capable of passing tenure review, in Anthropology (or a closely related discipline).

b. How will this program affect the workload of current faculty and support staff?

The four required core curriculum classes (Museum Practices, Museum Interpretation, Museum Collection Management, and Seminar in Museum Methods or Practicum: Museum methods) will be taught annually on a regularly rotating basis to assure that students are able to complete their course requirements in two years. The introductory graduate course (Museum Practices - MSST 407/507) is already offered annually by Dr. Szabo in the Department of Art and Art History. If for some reason, Dr. Szabo is unable to offer the class, the class will default to the Museum Studies Graduate Director. The Graduate Director should be capable of teaching Museum Interpretation and at least one Advanced Seminar or Practicum every semester. Additional Seminar in Museum Methods and Practica (MSST 585 and 586) will continue to be taught by faculty and qualified staff in all five of UNM's museums and by qualified faculty in cognate departments on a voluntary basis. Maxwell Museum faculty and staff developed Museum Collection Management and, along with faculty and staff from the Museum of Southwestern Biology and Art Museum, are committed to formalize this interdisciplinary course and offer it on an annual basis but relief from some of their current duties will be

necessary. Consistently offering practica, teaching advanced seminars, advising and mentoring students, and offering Museum Collection Management annually will have its largest impact on current faculty, curators, and supporting staff of all UNM's museums. Because the largest numbers of students are expected to select anthropology as their cognate discipline, it is anticipated that the Maxwell Museum will be most heavily impacted

c. Will additional faculty or staff be required? What is the cost?

There is a contractual agreement between the College of Arts and Sciences and the Director of the Maxwell Museum committing the college to fund a new faculty position to lead the Museum Studies Program (Form D, Attachment 4). Because the Maxwell Museum is a museum of anthropology, this new faculty hire should be an Anthropologist (or hold a Ph.D. in closely related discipline) committed to interdisciplinary museum education and research. The candidate will stand for tenure (or be tenured) in Anthropology, or Museum Studies, and support the Department of Anthropology by teaching at least one course a year in Anthropology as well as teaching museum studies courses and serving as Graduate Director for museum studies program. The Graduate Director may also teach the one new required course (Museum Interpretation). Beginning in FY14 a full time (9 mo) faculty director and a half-time program specialist (0.5 FTE @ \$21,000 annually exclusive of benefits) will be necessary to support faculty and students, track graduate applications, maintain graduate student files, provide administrative coordination, and coordinate with the larger administrative demands of the University.

The proposed curriculum will be enriched significantly by providing additional courses to further museum professionalism. There are many well-educated and experienced museum professionals in the Albuquerque and Santa Fe area that are available as part time instructors. Many are qualified to offer resident and DL specialty courses such as museum conservation, museum administration, visitor evaluation, museum education, and exhibit design and development. The program will draw upon this pool of expertise to offer valuable enrichment courses.

		FY12		FY13		FY14	
Category	Item	Quant	Cost	Quant	Cost	Quant	Cost
Personnel							
	Faculty Director	1.00	\$ 5,000 (SAC)	1.00	\$ 5,000 (SAC)	1.00	\$ 65,000 (I&G)
	Graduate Student Asst	0.00	\$ 0	2.00	\$ 28,000	2.00	\$ 28,000
	Program Specialist (Gr 12)	1.00	\$ 0	0	\$ 0	0.50	\$ 21,000
	Part-Time Instruction	0	\$ 0	2.00	\$ 10,000	3.00	\$ 15,000
	SubTotal		\$ 5,000		\$ 43,000		\$ 129,000
Fringe							
	Associate Professor		\$ 0	0	\$ 0	1.00	\$ 20,150 (I&G)
	Program Specialist		\$ 0	0	\$ 0	0.50	\$ 7140
	SubTotal		\$ 0		\$ 0		\$ 27,290
Supplies							
	Software		\$ 0		\$ 2,500		\$ 1,500
	Office Supplies		\$ 0		\$ 4,000		\$ 3,000
	Instructional Materials		\$ 0		\$ 5,000		\$ 2,000
	SubTotal		\$ 0		\$ 11,500		\$ 6,500
Equipment							
	MacPro workstation	1	\$ 0		\$ 5,675		\$ 0
	Video Projector	1	\$ 0		\$ 1,000		\$ 0
	Office Furniture		\$ 0		\$ 4,000		\$ 0
	Telephone & Fax	2	\$ 0		\$ 250		\$ 0
	SubTotal		\$ 0		\$ 10,925		\$ 0
Travel							
	Prof. Dev.		\$ 0		\$ 0		\$ 5,000
	SubTotal		\$ 0		\$ 0		\$ 5,000
Other							
	Web & IT		\$ 5,000		\$ 5,000		\$ 5,000
	Postage		\$ 100		\$ 100		\$ 100
	Telephone		\$ 720		\$ 720		\$ 720
	AAM Membership		\$ 500		\$ 500		\$ 500
	Facility Remodeling		\$ 25,000				
	SubTotal		\$ 31,320		\$ 6,320		\$ 6,320
Total Direct Costs (estimated)			\$ 36,320	\$ 71,745		\$ 174,110	
Revenues							
Instruction and General (I&G)						\$ 85,150	
Tuition differential revenue			\$ 0	\$ 21,369		\$ 42,738	
Private Donors (received)			\$ 27,000	unknown		unknown	
Hibben Trust			\$ 0	\$ 28,000		\$ 28,000	
Course Fees			\$ 0	\$ 1,800		\$ 2,700	
Extended University			\$11,530-\$27,183		\$11,530-\$27,183		\$11,530-\$27,183
Projected Revenue & Funding			\$38,530-\$54,183		\$62,699-\$78,352		\$170,118-185,771
Projected Balance			\$ +2,210 - \$ +17,863		\$ -9,045 - \$ +6,607		\$ -3,992 - \$ +11,661

d. *What faculty and staff development services will be needed?*

The Graduate Director will require equivalent career development support for faculty and staff in comparable programs and departments. Typically this includes travel to attend the annual meeting of the American Association of Museums and/or an appropriate cognate discipline such as the American Anthropological Association.

5. Accreditation Plan

The proposed program will be subject to Academic Program Review (APR) as part of UNM's larger accreditation process. Program review will be coordinated through the office of the Vice Provost for Academic Affairs in concert with UNM's Accreditation Director. Although there is no formal accreditation program for Museum Studies programs *per se*, the program will be subject to additional review as part of the larger American Association of Museum's reaccreditation review of the Maxwell Museum of Anthropology, where the program will be centered.

6. Additional Information

a. Provide any additional information needed to make the case for development of a proposal.

A larger more comprehensive document outlining the proposed museum studies program in greater detail entitled *Program Description* (2008) has been prepared by the Museum Studies Working Group and is available upon request. The need for a graduate degree program in Museum Studies is also documented in the *Strategic Plan, Maxwell Museum of Anthropology, April, 2008* and *UNM Museums and Collections Policy, October 10, 2008* a special report prepared at the request of UNM President David Schmidley to address UNM Internal Audit: *Assessment of Art Collection Management Report 2007-34*.

December 10, 2008 (Revised March 7, 2011, version 14).

WWW Sources:

American Association of Museums
(<http://iweb.aamus.org/Membership/MemberDirectorySearch.aspx>)

Bureau of Labor Statistics
(<http://www.bls.gov/oco/ocos065.htm>)

Museumstuff.com
(<http://www.museumstuff.com/museums/usa.php>)

U.S. Census
(<http://factfinder.census.gov/>)

UNM Museum Studies Working Group:

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PLEASE SEE PREVIOUS TAB:

Executive Summary for MA/MS and Certificate in same document

Candidate items of work for the Academic, Student Affairs and Research Committee

The following are proposed working topics for the ASA&R Committee for the remainder of the academic year 2011-2012. The list reflects inputs from members of the Committee and is in rough priority.

The purpose of these Committee working topics is to declare our interest and concern for these matters. The goal is to lead to presentations to the Committee for consideration and possible recommendations for action to University principals or the Regents. The Provost or other appropriate members of the University may provide factual presentations with, or without, proposals. In some cases small panels may provide the best informed discussion for the Committee.

Our strategic purpose here is to help the academic enterprise with priorities by assuring focus on central issues, and help Regents oversee and assure progress on those issues.

1. How do we measure student success to provide feedback for improving courses, and comparisons with peer institutions? (Incomplete possibilities: graduation rates/grades, graduate schools attended, impact of research by undergrad/grad students, GRE scores, other). This is related to the Accreditation Report of 2009, section on student learning and effective teaching, which cites the UNM establishment of "timeline for all degree programs to identify student learning outcomes...plan for assessing student achievement...provide annual reports... how assessment...guide changes for program improvement." **However** every specific the report cites is an input measure, and nothing is said about improvements in student achievement and capability.
2. Plans to build faculty strength. Priorities, recruitment, budget wedge into the future, goals? Adjuncts: what role in the Academic Plan? Pay, benefits, capability?
3. Understand full picture of student expenses:
 - a) Amount of financial assistance available, on average
 - b) Student work income available, on average
 - c) Breakout of where student tuition and fees go (including 30% tax)
 - d) Lottery Scholarships: what are the benefits, the options to consider
 - e) Track progress on the tuition and fee policy planning for the FY 13 budget, especially the criteria used.
4. Establish clear picture of the research enterprise. Size, costs, strong areas (and potential strong areas), partnerships; payoffs in all relevant terms, especially to other parts of the academic enterprise.

5. Status of action on criticism made in the Accreditation Report of 2009, section on assessment of student learning of core competencies. "...it is not evident that courses are systematically completing the assignment [to determine core competencies resulting from the course]...only a few have reported results... not clear who has responsibility for implementation... including ... analysis of results of assessment of student achievement of core competency goals, and use of assessment results for improving student learning."
6. Assistance with the Academic Strategic Plan. This is the overarching goal for the Provost office this year.
7. How is great teaching, tutoring and advising recognized and encouraged? How does a member of the faculty succeed?
8. Understand & support Honors College game plan.
9. How will UNM attract better-prepared New Mexican and out-of-state students (quality, value, research, diversity)?
10. Role of UNM in fixing New Mexico's K-12 crisis.
11. Achieving AAU membership: Parsing the criteria into annual increments so we all understand what is involved.

In the longer term:

12. How to improve the perceived value of a UNM Degree?
13. What is the game plan for turning diversity into a path-breaking opportunity?
14. What does New Mexico and the US need in a University in 2025 and later that UNM has a comparative advantage in providing?




University Services

University Services Business Operations	UNM Surplus Property
UNM Copy Center	UnivServ Shipping and Receiving
UNM Mailing Systems	UNM Inventory Control
UNM Records Management	Chem Stores/CRLS
http://www.unm.edu/~univserv/	Copier Management Program

Date: September 16, 2011

To: Bruce Cherrin, Chief Procurement Officer
Purchasing Department

From: Debra L. Fondino 
Associate Director, University Services

Subject: Equipment Disposition – September 2011

Attached for your review and submission to the Board of Regents is the Surplus Property Disposition Detail list for the month of September, 2011.

Consistent with UNM Board of Regents Policy 7.9 and the Disposition of Surplus Property Act, 13-6-1, NMSA 1978, and based upon documentation submitted by the UNM departments responsible for the equipment, I certify that the equipment identified on the list is worn-out, unusable or obsolete to the extent that the items are no longer economical or safe for continued use by the University. I recommend that the items be deleted from UNM's inventory and disposed of in accordance with the above noted Regents Policy and Surplus Property Act.

Surplus Property Department
Disposition Detail List
as of 09-16-11

UNM#	Department surplus equipment	Description	Manufacturer	Model#	Serial#	Year	Acquisition Cost	NBV	Method Of Disposal Desc	Disposal Date
(1) 184076	KUNM	CONSOLE	WHEATSTONE	A500A	17398	1988	13,950.00	0.00	Too Costly to Repair	08/19/2011
(1) 184609	KUNM	CONSOLE	WHEATSTONE	A500	17383	1988	14,779.00	0.00	Too Costly to Repair	08/19/2011
219770	Chemical Nuclear Engineering	COMPUTER PORTABLE	APPLE	M8407	QT1452J3KVF	1996	5,711.00	0.00	Obsolete	09/16/2011
228680	College of Pharmacy	COMPUTER PROJECTOR	INFOCUS	SVGA450	4G7314027	1997	8,640.00	0.00	Too Costly to Repair	09/09/2011
(2) 237172	Animal Resource Facility ARF	WORK BENCH	LAB PROD	6FOOT	M186730 9910	1999	9,138.00	1,725.94	Too Costly to Repair	09/09/2011
238357	MTS Production	VIDEO CAMERA	FUJINON	A19x8.7 BRRM-28	10700203	1999	8,617.00	0.00	Obsolete	08/26/2011
238613	MTS Production	COMPUTER DOCKING STA	SONY	DVW-3	16203	1999	8,661.00	0.00	Obsolete	08/26/2011
(3) 238616	MTS Production	CAMERA	SONY	DSP WS/DXC-D30W	11160	1999	12,265.00	0.00	Obsolete	08/26/2011
238992	Continuing Education Cont Ed	COMPUTER FILE SERVER	DELL	2300	6D2WA	1999	9,667.00	0.00	Obsolete	09/02/2011
242088	Continuing Education Cont Ed	COMPUTER FILE SERVER	GATEWAY 2000	7210	18898790	2000	5,900.00	0.00	Obsolete	09/02/2011
(4) 244321	IM Div of Epidemiology	COIL	IGC MED ADVANCES	INC FLEX PROTOTYPE	98795	2000	12,524.00	0.00	Obsolete	09/16/2011
256991	Poison Control	PRINTER/COPIER	XEROX	WORKCENTRE PRO	YNO002898	2002	6,599.00	0.00	Too Costly to Repair	08/19/2011
257460	Ctr for Adv. Research Computing	COMPUTER CPU/SYSTEM	UNKNOWN/OTHER	X Series 200	646SAX78X9298	2002	5,827.00	0.00	Too Costly to Repair	09/02/2011
(5) 259102	Center for High Tech Materials CHTI	COMPUTER FILE SERVER	UNKNOWN/OTHER	Storewidth CS10	054105	2002	15,059.00	0.00	Too Costly to Repair	09/16/2011
(4) N00002367	IM Epidemiology Faculty #8	MRI Surface Coil	Nova Medical Inc	NMSC-037-4T		2005	33,583.33	14,776.72	Obsolete	09/16/2011
(6) N00012607	Bookstore Main Campus	Digital Video Multiplexer Rect ADI		DD-BX2D2TB		2007	6,850.99	3,996.49	Too Costly to Repair	09/02/2011

Total Disposition Items: 16

Disposition value:

177,771.32

Disposition bookvalue:

20,499.15

September 16, 2011

Additional Notes to Surplus listings dated 9/16/11:

1 –Assets# 184076 and # 184609 are two 23-year old computer consoles that were scavenged for parts. After being used continuously during their life, they were analog only and were replaced with digital consoles, in accordance with the new broadcast standards, in the massive renovation of 2009.

2 –Asset# 237172 is a 12-year old Stay Clean Work Bench that is obsolete for rodent cage change and manipulations within the HSC Office of Research Animal Resource Facility's barrier and quarantine rodent rooms. These clean bench units were produced many years ago for rodent cage change but they only provide protection of the rodents that are manipulated within the workbench from exposure to potential pathogenic agents, not the room environment or the operator. These benches are being replaced with class II type biosafety change stations that provide protection for both the rodents being manipulated within the unit and the persons in the room, since air is filtered through HEPA filters before being exhausted back into the room.

3 –Asset# 238616 is a 12-year old Sony Camera with docking station and video camera, all of which are now obsolete. This type of equipment typically becomes technologically obsolete long before the twelve years they have been retained within Media Technology Services.

4 –Assets# 244321 and # N00002367 are two MRI surface coils custom built for research in sarcopenia using MRI equipment at the MIND Institute. The MIND has changed the made and model, magnet strength, and software interface of their equipment several times since these coils were designed, built and employed in research in 2000 and 2005. This equipment is no longer usable for continued use at the MIND Institute.

5 –Asset# 259102, a RaidZone OpenNAS server, was purchased to fill a need for Network Attached Storage (NAS) for the Center for High Tech Materials at a time when hard drive space was at a premium. Although it served adequately for several years, it now lacks spare power supply modules, has limited storage space (max of 1.1 TB) with no way to expand, has no driver updates available from the company that has gone out of business, and therefore no way to update the operating system, and has had increasing hardware instability over the past six months.

Given all of these factors, and the fact that 1 TB SATA drives are now \$50 and therefore a better alternative, it was no longer logical or feasible to continue using it.

6 –Asset# N00012607 is a Digital Video Multiplexer Recorder that is broken and too expensive to repair. The UNM Bookstore decided to upgrade its system which now allows them to fix and expand the new system at any time with very low expense. The broken units are old technology with a capability of keeping only 45 days of video. The new system keeps 150 days.



The University of New Mexico
Purchasing Department
MSC01 1240
1 University of New Mexico
Albuquerque, NM 87131-0001

MEMORANDUM

To: David Harris, Executive Vice President for Administration
From: Bruce Cherrin, Chief Procurement Officer *Be*
Subject: Contract Approval
Date: September 26, 2011

The following is being submitted for approval per Regent Policy 7.4. This will need to proceed to the full Board of Regents.

University of New Mexico Hospital

1. Siemens Medical Systems

Source of Funds: UNM Hospitals Operating Budget

Description: Request for a five year service agreement with Siemens Medical Systems to provide maintenance service and parts to UNM Hospitals for the following systems:

- 1) Magnetom Symphony 1.5T MRI Scanner and workstation at BBRP building, first floor.
- 2) Somatom Emotion 16 Slice CT Scanner located at Outpatient Surgical and Imaging Services (OSIS).
- 3) Biograph mCT PET CT, workstation, and mobile access, located at OSIS.
- 4) Emotion 4 Slice CT Scanner in Interventional Radiology Department located in Clinical Neurosciences Clinic (CNC) located on first floor.
- 5) Biograph 16 PET CT and 2 Syngo work stations (also requiring maintenance service and parts) in Radiology-Nuclear Medicine department located in CNC first floor.

Process: Sole Source as result of proprietary software /hardware required for CT, MRI, and Nuclear Medicine platforms interface. The servicing amounts were included in the best and final bid process conducted in 2010 RFP for maintenance contracts and determined as lowest total operational cost option. Biograph mCT PET CT was a point of sale contract that was re-negotiated to lower amount (\$26K), based on alignment with slice count of CT tube. Five separate agreements, all in year 1 of 5 year term.

Cost:

- 1) Magnetom Symphony 1.5T MRI Scanner and workstation - \$98,520 per year for a five year contract total of \$492,600.
- 2) Somatom Emotion 16 Slice CT Scanner - \$88,990 per year for a five year contract total of \$444,950.
- 3) Biograph mCT PET CT, workstation, mobile access - \$213,695 per year for a five year contract total of \$1,068,475.

- 4) Emotion 4 Slice CT Scanner - \$73,774 per year for a five year contract total of \$368,870.
- 5) Biograph 16 PET CT with 2 Syngo work stations - \$177,723 per year for a five year contract total of \$888,615.

Total cost of all for five years: \$3,263,510.00

2. Stryker Orthopaedics

Source of Funds: UNM Hospitals Operating Budget

Description: Request for two year contract with Stryker to purchase surgical implants for hips, knees and shoulders as well as surgical implants for total joints. Relationship is necessary for order placement, as the individual products are ordered based on the needs identified for the specific surgical cases.

Process: Novation Contracts: MS70443 and MS70473

Total Cost: \$2,500,000 to \$2,700,000 per fiscal year

3. Philips Medical

Source of Funds: UNM Hospitals Capital Budget, Capital gifts and UNM Hospital Operating Budget

Description: Request for the following new replacement systems that were bundled for discount:

1. New single plane Interventional Angio system. Planned system replacement (year 3 system of 4 year plan)
2. Two new single detector Digital Radiography systems to replace end of life conventional x-ray rooms. Required for additional workload from Orthopaedic clinic demand/workflow.
3. Two new ultrasound machines to address the existing ultrasound machines soon to be reaching end of life.
4. Upgrades to two existing dual detector Digital Radiography systems used currently for all UNM Hospitals trauma requirements. Upgrade will address work list issues and bring platform equivalent to other similar systems in institution.

Process: IR Equipment - Novation Contractor - Agreement # XR11021
Ultrasound & Diagnostic Equipment – Sole Source for consistency of platform.

Total Cost: Total cost of capital equipment is \$2,399,989.12. The Interventional Radiology replacement and renovation four year plan was approved by the Board of Regents on January 12, 2010; however, the vendor selection was not approved. The five year service contract maintenance associated with this equipment is \$206,133.92 annually and \$1,030,699.60 for the five year total (FY 13 – FY 17)

4. Siemens Medical Solutions

Source of Funds: UNM Hospitals Capital and Operating Budget

Description: Request for Siemens Medical Systems to implement an additional patient accounting module with the following functionality: Patient Management, Patient Accounting, Contract Management, Receivables Policies Manager, Receivables Management Workstation, Unit Billing and HDX (Eligibility & Remits). Once implemented, there will be a maintenance agreement for the remote hosting of the software and hardware by the vendor.

Process: This is a sole source procurement from Siemens, the existing patient accounting system used to manage the patient billing associated with the delivery of patient care

Total Cost: The initial cost for professional services for implementation is \$500,000. The capital cost for **implementation is \$478,668 to include licensing and product enhancement fees.** The seven year software remote hosting servicing agreement associated with this implementation is \$220,334 annually and \$1,542,338 for the seven year total (FY 12 – FY 20)

University of New Mexico

5. Human Resources – Employee Benefits

Request approval for supplemental employee benefits: Basic Life, Supplemental Life, Accidental Death & Dismemberment, Long Term Disability, Short Term Disability. Human Resources will present.

6. UNM Cancer Center – Varian Eclipse Treatment Planning System

RFP#1417-11 “Treatment planning System for Cancer Center Radiation Oncology Department”

In accordance with the University of New Mexico procurement rules and regulations, Request for Proposal RFP#1417-11 was advertised and posted to the UNM procurement website. In response to the solicitation for offers, proposals from Varian Medical Systems, Nucletron Corporation and Philips were timely received, opened and evaluated in accordance with the established evaluation criteria.

Based upon the final evaluation scoring, the selection committee recommends that the award go to Varian Medical Systems, the top ranked offeror.

Source of Funds: UNM Cancer Center Capital Initiatives

Total Cost: An amount not to exceed \$600,000.00 plus applicable taxes



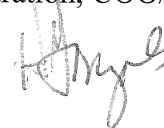
*Division of Human Resources
Office of the Vice President*

MEMORANDUM

DATE: October 4, 2011

TO: Members of the Board of Regents Finance & Facilities Committee

THROUGH: David W. Harris, Executive Vice President Administration, COO/CFO

FROM: Helen Gonzales, Vice President Human Resources 

RE: RFP for Basic Life Insurance, Supplemental Life Insurance, Accidental Death & Dismemberment, Long-Term Disability, and Short-Term Disability.

The University went out for bid for life and disability insurance benefits. Basic Life and Long-Term Disability Insurance are paid for by a combination of employer and employee contributions. Supplemental Life and Accidental Death and Dismemberment are paid 100% by the employee. Short-term disability is a new voluntary benefit paid 100% by the employee.

There were four finalists: Cigna, Hartford, Minnesota Life, and The Standard

Criteria used to determine finalists:

- Purchase price, including long-term cost to UNM
- Quality and reputation of the offeror and of the offeror's services, including breadth and stability of the offeror's company
- Completeness and responsiveness of the proposal in meeting UNM's needs
- Financial strength of the offeror
- Qualifications/experience of the offeror's administrative team proposing to serve UNM

Recommendation: Select **The Standard** for all coverages (experience rated/participating on Life and on LTD). Selection of The Standard will provide UNM significant cost savings, as much as \$395,000 for Basic Life and \$648,000 for LTD. Rates are guaranteed for 42 months.

See Table on next page for estimated costs.

Cost:		Est. Annual Cost (The Standard)	Current Cost (Cigna)	Savings
Basic Life	Employer	\$ 209,399	\$ 446,916	\$ 237,517
	Employee	\$ 139,600	\$ 297,944	\$ 158,344
	Total	\$ 348,999	\$ 744,860	\$ 395,861
LTD	Employer	\$ 257,410	\$ 646,323	\$ 388,913
	Employee	\$ 171,607	\$ 430,882	\$ 259,275
	Total	\$ 429,017	\$ 1,077,205	\$ 648,188
Monthly Premium example: (\$50,000 salary)				
Basic Life	Employer	\$ 2.10/mo.	\$ 6.12/mo.	\$ 4.02/mo.
	Employee	\$ 1.40/mo.	\$ 4.08/mo.	\$ 2.68/mo.
	Total	\$ 3.50/mo.	\$ 10.20/mo.	\$ 6.70/mo.
LTD	Employer	\$ 3.13/mo.	\$ 8.25/mo.	\$ 5.12/mo.
	Employee	\$ 2.08/mo.	\$ 5.50/mo.	\$ 3.42/mo.
	Total	\$ 5.21/mo.	\$ 13.75/mo.	\$ 8.54/mo.

LOBO DEVELOPMENT CORPORATION

801 University Blvd. SE, Suite 207
Albuquerque NM 87106-4345

Phone: 505/272-7118
Fax: 505/272-7072

September 21, 2011

Mr. David W. Harris
E.V.P. for Administration, COO, CFO
The University of New Mexico
Albuquerque NM 87131

RE: Nomination of Louis Abruzzo - Lobo Development Corporation Board of Directors

Per the terms of corporate Bylaws, Lobo Development Corporation's non-positional board members are to be appointed by the Board of Regents of The University of New Mexico for terms of one year. The terms of two non-positional board members expire on September 29, 2011.

The Board of Directors requests that you place the nomination of Louis Abruzzo on the agenda for the October meeting of the Board of Regents' Finance and Facilities Committee. His biographical data is enclosed.

Sincerely,



Steven R. Beffort
Secretary/Treasurer

Enclosure

LOUIS C. ABRUZZO

CHAIRMAN & PRESIDENT
ALVARADO REALTY COMPANY
SANDIA PEAK TRAM COMPANY

GRADUATE
UNIVERSITY OF NEW MEXICO, 1979
MAJOR: ECONOMICS
MINOR: BUSINESS

CURRENT ASSOCIATIONS
REAL ESTATE BROKER
COMMERCIAL PILOT
UPTOWN PROGRESS TEAM BOARD MEMBER SINCE 2006 AND PRESIDENT
PROGRESS TEAM – 2008

PAST ASSOCIATIONS
SKI NEW MEXICO BOARD 1981-1997
TWICE PAST PRESIDENT
ANDERSON ABRUZZO BALLOON FOUNDATION, PRESIDENT , 2006-2008
BALLOON MUSEUM CITY ADVISORY BOARD
UNM CORPORATE CUP CHAIRMAN 2000 - 2004
ALBUQUERQUE CONVENTION & VISITORS BUREAU BOARD, 1994-1999
CHAIR LEGISLATIVE AWARENESS COMMITTEE, ACVB 1996

HOBBIES
SNOW SKIING
CYCLING
WATER SKIING
FLYING

LIFELONG RESIDENT OF ALBUQUERQUE, NEW MEXICO WITH WIFE STACY AND
DAUGHTERS KELSEY AND SHAUNA



September 22, 2011

TO: Executive Vice President David Harris, Administration

FROM: Rick Holmes, Office of the University Secretary

SUBJECT: Naming Requests from the Naming Committee

Upon recommendation of Dean Douglas Brown (Anderson School of Management), the University Naming Committee approved the request to name the old NMERI Building the Regional Computer Forensic Laboratory.

The request for regent approval is pursuant to Regent's Policy 2.11 Naming University Facilities, Endowments and Programs.

Upon recommendation of Athletics Director Paul Krebs, the University Naming Committee approved the request to name new weight room and training room at University Arena, "The Pit," the McKinnon Family Training Center.

The request for regent approval is pursuant to Regent's Policy 2.11 Naming University Facilities, Endowments and Programs.

Please place these two items on the next Finance and Facilities meeting agenda for consideration.

Thank you.

Attachments

Anderson School of Management Naming Request

----- Original Message -----

Subject:RE: Building Name Change

Date:Fri, 16 Sep 2011 23:05:02 +0000

From:Douglas Minge Brown <browndm@mgt.unm.edu>

To:Rick Holmes <rickh@unm.edu>

CC:Constance Clemons Vance <cvance@unm.edu>, Alessandro Seazzu
<alex@mgt.unm.edu>

The NMERI Building (901 University Avenue, UNM Building #333) has borne this name for many years despite the tenant by this name having departed years ago. Over the past year, this building has been converted to its new usage to house the joint Anderson School/FBI facility known as the Regional Computer Forensic Laboratory. Anderson faculty and students will be working with FBI experts on preventing and solving computer-related crime. It will be the principal training site for law enforcement in the region in addition to its educational value for faculty and students. It is one of 15 such facilities spread throughout the U.S., but only the second one affiliated with a university.

The FBI has agreed to a ten-year lease on the facility and is reported to have spent approximately \$3 million to modernize our property and to harden its security.

This program will be a signature program for Anderson, and re-naming the building to its current use will add to its significance.

I will be pleased to appear at your meeting on 9/22 at 10:00 a.m.

Doug

Memo

To: Breda Bova
From: Paul Krebs, Vice President for Athletics
CC: Tim Cass, Larry Ryan, Lee De Leon, Rob Clark
Date: 09/21/2011
Re: McKinnon Family Training Center

New Naming Opportunity at the Pit

Sonnet and Ian McKinnon recently donated \$2.5 million to University of New Mexico Athletics. That contribution is divided among three different areas of support: \$300,000 is going to a tennis endowment, \$1.2 million will support the UNM Tennis Facility and \$1 million is directed towards the renovation of University Arena ("The Pit").

We would like to honor the McKinnons and their family by naming the new weight room and training room at The Pit the "**McKinnon Family Training Center**." The \$1 million portion of their contribution that is going towards The Pit more than qualifies them for this naming opportunity.

In our "Lobo Leap to Excellence" capital campaign brochure, we listed the cost of the weight room naming opportunity as \$250,000 and the training room as \$150,000. The McKinnon's \$1 million donation far outweighs the total \$400,000 cost and is consistent with the University's naming policy.




Department of Planning, Budget & Analysis

MEMORANDUM

TO: Members of the Board of Regents' Finance & Facilities Committee

THRU: David J. Schmidly, President
David W. Harris, EVP for Administration, COO and CFO

FROM: Andrew Cullen, Associate VP, Office of Planning, Budget & Analysis 

DATE: September 28, 2011

SUBJECT: Summary of FY11 Main Campus I&G Undesignated Reserve

In accordance with UNM Policy 7000, the Office of Planning, Budget & Analysis (OPBA) prepares and reports on the university's year ending undesignated reserve along with other year end statistics and data. As a precursor to the full policy 7000 report in November, the administration submits for your approval the following summary of the university's central reserve and the driving forces behind its growth during FY11.


The data contained within the various reports ties directly to the University Banner Finance system and has been independently reviewed by a team of budget and financial professionals from across the university. Their analysis of the undesignated reserve, and specifically the factors that drove its growth, is included in this packet for your review. A high level review of the various reports reveals the following:

• Beginning Balance @ 7/1/2010 (HED Reserve)	<u>\$ 5.3M</u>
• Adjusted Ending Balance @ 6/30/2011	\$ 23.4M
• Administrative Fund Balance Pull Back – FY12	(\$ 5.7M)
• Enrollment Growth (Unbudgeted Tuition) – FY12	(\$ 3.5M)
• HED Required Reserve for I&G @ 3%	(\$ 8.7M)
• FY12 Contingency Allocations	<u>(\$ 500K)</u>
• Net Discretionary Reserve	\$ 4.9M

An unresolved concern remains regarding the university's budget for FY12 with the use of \$9.8M in one-time funds for recurring expenditures. In accordance with the FY 2012/2013 Main Campus Strategic Financial Outline, this revenue shortfall is to be fully funded with permanent funds over a three-year period. Towards that end, the Administration is prepared to commit \$3.5M in unbudgeted tuition that has resulted from enrollment growth towards the base budget, effectively reducing the use of one-time funds to approximately \$6.3M.

Thank you for your consideration, and I look forward to discussing the Undesignated Reserve and supporting documents further during the meeting.

MEMORANDUM

TO: David W. Harris, EVP for Administration, COO and CEO
FROM:  Curtis Porter, Associate VP for Academic Administration
DATE: September 30, 2011
SUBJECT: Fiscal Year End 2011 Main Campus I&G Undesignated Reserve

Due to the large growth in the Main Campus I&G undesignated reserve in Fiscal Year 2011 from \$5.3 to \$23.4 million, you asked me to facilitate a group of budget and financial professionals to analyze the year end reconciliation. This group included Elizabeth Metzger (Financial Services), Dee Dee Romero (Enrollment Management), Deborah Bower (Anderson School of Management), Norma Allen, (Office of Planning, Budget and Analysis), Regina Dominguez, (Office of Planning Budget, and Analysis), and Thomas Stephenson (Office of Planning, Budget and Analysis).

Attached are schedules that reconcile the undesignated reserve and provide important details pinpointing the large increase in the overall reserve. As you can see there are many complex components that make up the reserve. Many surpluses and shortages in actual revenue and expenditures compared to budget comprise the overall change. After reviewing the schedules and discussing the variances in depth, our analysis concluded that the reason for the large growth in the reserve is driven primarily by five items: FY 12 administrative reserve pullback of \$5.7 million; FY 11 tuition growth of \$5.9 million; fringe benefit savings of \$4.5 million; FY 11 Use of Balance department pullback of \$2 million; and land and permanent fund revenue surplus of \$2 million. The remainder of this report will concentrate on these five items and provide a bulleted explanation for the surpluses.

- In FY 11, reserves from central administration and academic affairs administration were pulled back to fund the FY 12 I&G Budget. The \$5.7 million in funds were incorporated into the undesignated reserve.
- The actual variance between the original tuition budget and actuals has historically been between 2-3%. For FY 11, the variance is just under 6%, which totals to \$5.9 million. While this is above the variances in past years, given our extraordinary enrollment growth and uncertainty about state funding, in my opinion it is not an unacceptable variance. This same level of variance might have occurred in FY 10 due to enrollment growth; however, the FY 10 growth was used to offset the FY 10 state rescission. In addition, the FY 11 budget included the FY 10 tuition growth, and the FY 12 budget included part of the FY 11 tuition growth as well.
- In the case of the \$4.5 million savings in fringe benefits, much of it accrued due to the savings from the state "temporary" reduction of 1.5% of ERB expenses on July 2010 because it was deemed to be temporary and, because the FY 09 fringe benefits budget was tight, no reduction was made in the pooled indices for this state action. In addition in FY 10, there was a one-time GA/TA insurance expenditure of approximately \$1 million. For FY 12, the fringe benefits budget has been adjusted down to the level of FY 11 actual expenditures.
- The \$2 million Use of Balance pullback from Main Campus departments was budgeted in FY 10 and FY 11 in the Main Campus I&G scenarios to offset any unforeseen state rescissions and shortfalls in revenues. In FY 10, this use of balance pullback was incorrectly budgeted against the undesignated reserve. This entry in FY 11 corrects this issue.

- The \$2 million surplus in Land and Permanent fund is due to the uncertainty of the revenues. These revenues drastically fluctuate annually and make it difficult to have an accurate projection at the time of the budget build.

In our review, we discussed whether or not these surpluses were recurring in nature. As noted in our explanations, some of the surpluses are recurring. However, the recurring items have already been accounted for in the FY 12 budget with the exception of the \$3.5 million FY 11 tuition growth and therefore should not be counted towards any permanent revenue/expenditure adjustments.

Also, the first schedule in our attachment details out the future FY 12 commitments and dedications related to the overall \$23 million reserve. Below is a breakout of the commitments and dedications.

- \$5.7 million in administrative reserve pullback and \$3.5 million in FY 11 tuition growth are committed one-time to funding the FY 12 Budget.
- \$8.7 million is dedicated towards the 3% HED required reserve for I&G. This reserve is necessary to offset any unforeseen events that would cause the University to use these balances for necessary operations. Given the Main Campus I&G Budget is \$290 million, this reserve is appropriate in comparison to the overall I&G budget.
- \$547K is dedicated towards FY 12 contingency requests.

After subtracting the commitments and dedications from the \$23 million, the undesignated reserve has a discretionary balance of \$4.8 million.

Furthermore, our team was asked to provide ways to improve the projecting and budgeting of pooled revenues and expenditures. The Office of Planning, Budget, Analysis reviews projections and budgets regularly and these variances/surpluses in revenues and expenditures are easily explained. Given the drastic flux in state appropriations over the past three years, the need to budget revenues and expenditures conservatively is understandable. However, as our budget grows and the need for transparency and to provide accurate budget information becomes more necessary, we suggest that the Office Planning, Budget and Analysis have access to tuition and enrollment data within the Banner Student Module as well as salary and benefit data with the Banner HR module. This will help the office better understand the underlying data and recalibrate the FY 12 budget and the overall budgeting model. In addition, it would be helpful to have Human Resources work with the Office of Planning, Budget and Analysis on the retirement and group insurance budget and projections.

Attachment IV--Summary of Main Campus I&G Undesignated Reserve
Summary
June 30, 2011

Index 054006

FY11 Banner Beginning Balance 7/1/10	4,843,086
FY11 Pooled I&G Revenue Sweep	474,329
Adjusted Beginning Balance	5,317,416

State 3.2% Rescission	5,694,000
Use of Balance Pullback	2,000,000
Legal Settlement	7,396
Close-out of Information Technology	366,234
Administrative Overhead Pullback	238,103
Correction of FY10 Sweep	(9,387)
Reversion of Unspent Senate Bill 611 Funds	(140,463)
FY 11 Activity	8,155,883

FY11 Banner Ending Balance 6/30/11	13,473,300
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FY11 Pooled Revenue (1)	10,461,759
FY11 Contingency Allocations (2)	(539,012)
FY12 Pooled I&G Revenue Sweep	9,922,747

FY11 Adjusted Ending Balance	23,396,046
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FY12 Commitments and Dedications

Committed - Administrative Fund Balance Pull Back - FY12	(5,742,019)
Committed - Enrollment Growth - Unbudgeted Tuition	(3,500,000)
Dedicated - HED Required Reserve for I&G at 3% (3)	(8,709,090)
Dedicated - Contingency Allocations (4)	(547,302)
FY12 Commitments and Dedications	(18,498,411)

Net Discretionary Reserve	4,897,635
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Attachment IV--Summary of Main Campus I&G Undesignated Reserve
Detail
June 30, 2011

	FY 2011 Original Budget	Actuals thru June 30, 2011	(Shortfall)/ Surplus
<u>Revenues & Transfers:</u>			
State Appropriations	174,786,900	168,180,253	(6,606,647)
State Appropriations - RPSP Held Harmless	963,500	932,200	(31,300)
Tuition (net of bad debt allowances)	101,681,880	107,643,675	5,961,795
Fees (application fees, transcripts, thesis binding, etc.)	356,620	304,728	(51,892)
Interest	2,115,511	1,260,413	(855,098)
Winrock Investment Income	1,369,880	1,248,103	(121,777)
State Land Income	477,842	1,155,356	677,514
State Permanent Fund Income	7,199,403	8,508,600	1,309,197
Student Aid Administrative Fee	250,000	192,509	(57,491)
Foundation Income	300,000	300,000	-
Sales & Services	6,000	6,316	316
F&A Revenues	18,300,000	20,757,633	2,457,633
Transfer to Research (F&A)	(18,300,000)	(20,757,633)	(2,457,633)
Budgeted Transfers (except F&A)	(33,504,006)	(33,297,579)	206,427
Administrative Fund Balance Pull Back - One Time	-	5,742,019	5,742,019
<u>Expenses:</u>			
Fringe Benefits (5)	46,637,299	42,138,723	4,498,576
Property and Liability Insurance	1,595,384	1,657,420	(62,036)
ITS Data Processing	10,154,092	10,154,092	-
Music License	30,000	22,756	7,244
Administrative Overhead	(4,956,412)	(4,801,324)	(155,088)
Pooled I&G Revenue			10,461,759

**Attachment IV--Summary of Main Campus I&G Undesignated Reserve
FY 11 Allocations from Contingency Detail
June 30, 2011**

VP Unit	Description	Amount
Academic Affairs	School of Public Administration Salary Support	(12,500)
Academic Affairs	Increase to Study Abroad Program	(50,000)
Academic Affairs	Mexico Study Abroad	(16,000)
Academic Affairs	EMBA Program - Staff Scholarship Support	(24,131)
Academic Affairs	Backfill of FY Pepsi Funding Reductions	(165,000)
Academic Affairs	Communication/Journalism Lecturer III	(40,500)
Academic Affairs	Second Chance Project	(2,992)
Academic Affairs	Sevietta Formula Funding	(61,165)
Academic Affairs	ASM Mid-Year Rescission	(45,000)
Academic Affairs	A&S Faculty Retirement Incentives	(200,000)
EVP Admin	Settlement Funds from SRS	103,000
EVP Admin	2010/2011 Buss Pass Program for Faculty & Staff	(25,000)
EVP Admin	Reimbursement for Official Transcripts	276
		(539,012)

**Attachment IV--Summary of Main Campus I&G Undesignated Reserve
June 30, 2011****NM Higher Education Department Required Reserve**

	FY 12		
	Budgeted		
	<u>Expenditures</u>	<u>3%</u>	<u>5%</u>
Instruction & General	290,303,000	8,709,090	14,515,150
Total Current Unrestricted	486,888,200	14,606,646	24,344,410

Ending Fund Balances:

Ending fund balances of both Instruction & General and Total Unrestricted Current Funds must be at least 3% of respective expenditures, but a higher percentage is generally better, especially for institutions that experience unpredictable fluctuations in mil levy and land & permanent fund revenue, for example. Higher fund balances are also recommended in periods of uncertain economic conditions and forecasts.

**Attachment IV--Summary of Main Campus I&G Undesignated Reserve
FY 12 Allocations from Contingency Detail
as of Sept 15, 2011**

VP Unit	Description	Amount
Academic Affairs	Communication & Journalism Lecturer III	(40,500)
Academic Affairs	ASM - Differential Tuition Adjustment	(200,000)
Academic Affairs	EMBA Program - Staff Scholarship Support	(23,199)
EVP Admin	Salary Equity Adjustment	(4,503)
EVP Admin	Purchase of Contract Management System	(20,000)
EVP Admin	Presidential Search	(259,100)
		(547,302)

Attachment IV--Summary of Main Campus I&G Undesignated Reserve
June 30, 2011

Fiscal Year 2011-Pooled Institutional Fringe Benefits Sweep

	Description	Original Budget	Actuals	Difference
Instruction	Accrued Annual Leave	175,000	(82,116)	257,116
	Fica	6,300,000	6,052,256	247,744
	Group Insurance	8,000,000	7,113,754	886,246
	Other Staff Benefits	3,024,441	2,784,889	239,552
	Retirement	10,220,000	8,979,640	1,240,360
	Transfers/Other	-	136,897	(136,897)
	Unemployment Compensation	707,000	521,749	185,251
	Workers Compensation	400,000	317,198	82,802
Subtotal Instruction		28,826,441	25,824,267	3,002,174
Academic Support	Accrued Annual Leave	105,000	45,286	59,714
	Fica	1,300,000	1,227,180	72,820
	Group Insurance	1,600,000	1,466,019	133,981
	Other Staff Benefits	662,054	517,502	144,552
	Retirement	2,100,000	1,919,885	180,115
	Unemployment Compensation	130,000	107,073	22,927
	Workers Compensation	75,000	57,809	17,191
Subtotal Academic Support		5,972,054	5,340,754	631,300
Student Services	Accrued Annual Leave	100,000	208	99,792
	Fica	610,000	518,421	91,579
	Group Insurance	920,000	795,221	124,779
	Other Staff Benefits	372,304	257,900	114,404
	Retirement	1,000,000	802,635	197,365
	Unemployment Compensation	100,000	43,697	56,303
	Workers Compensation	30,000	22,732	7,268
Subtotal Student Services		3,132,304	2,440,814	691,490
Institutional Support	Accrued Annual Leave	190,000	101,764	88,236
	Fica	1,650,000	1,691,811	(41,811)
	Group Insurance	1,950,000	1,974,902	(24,902)
	Retirement	2,880,000	2,971,628	(91,628)
	Other Expenses	1,061,500	1,019,173	42,327
	Unemployment Compensation	187,000	148,721	38,279
	Workers Compensation	160,000	189,236	(29,236)
Subtotal Institutional Support		8,078,500	8,097,235	(18,735)
Operations & Maintenance	Accrued Annual Leave	17,000	(2,240)	19,240
	Fica	110,000	78,575	31,425
	Group Insurance	215,000	158,021	56,979
	Other Staff Benefits	56,000	38,969	17,031
	Retirement	170,000	124,432	45,568
	Unemployment Compensation	10,000	6,423	3,577
	Workers Compensation	50,000	31,473	18,527
Subtotal Operations & Maintenance		628,000	435,653	192,347
Grand Total		46,637,299	42,138,723	4,498,576

7.7 Subject: TRAVEL REIMBURSEMENT AND PER DIEM

Adopted: September 12, 1996

Amended: June 12, 1997

Amended: September 11, 1997

Amended: August 12, 2003 *Revised Draft: 8/25/11*

Applicability

This policy applies to all members of the Board of Regents, faculty and staff traveling on official University business.

Policy

Travel on official University business by members of the Board of Regents, faculty and staff is integral to the University's mission. The University shall reimburse the reasonable and allowable costs of this travel. No per diem for attendance at Board or committee meetings shall be paid to Regents.

The University recognizes that it must comply with the New Mexico Per Diem and Mileage Act, NMSA 1978, (the "Act") and the U.S. Office of Management and Budget Circular A-21 (see "Cost Accounting Standards," **UBPPM Policy 2400**). To ensure compliance, the Board of Regents has determined the following reimbursement per diems as permitted in Section 10-8-4 of the Act and the federal cost accounting standards.

Definitions

Federal rates: Meal per diem rates set forth from time to time by the Internal Revenue Service (IRS) and U.S. Department of State.

State Funds: Funds appropriated to the University in the General Appropriation Act or those provided in the New Mexico Constitution.

Institutional Funds: All University funds not defined as state funds.

Federally Sponsored Travel

Employees who are reimbursed solely from federal funds will be reimbursed for meals and incidental expenses at the federal reimbursement rates, as provided in §10-8-4(C)(2) of the Act, for travel to destinations outside of New Mexico. Meal per diem for travel within New Mexico is limited to [____ % of] the lowest federal reimbursement rate applicable to New Mexico; this rate is applicable to all travel within New Mexico even if the IRS designates a higher rate for a specific city in New Mexico.

Other Travel

Out-of-state travel: Reimbursement from state funds shall be either per diem allowance of \$115 as provided in §10-8-4(C)(2) of the Act; or actual expense for lodging and reimbursement for

meals of \$45 per day as provided in §10-8-4(L) of the Act, with the difference between the state funded portion and the amount allowed by federal meal per diem rates to be reimbursed with institutional funds. If the Board of Regents finds that a per diem allowance of \$115 is inadequate for out-of-state travel to a geographical area, the per diem allowance shall be \$215 for out-of-state travel to that geographical area.

In-state travel: Reimbursement from state funds shall be either per diem of \$85 as provided in §10-8-4(B)(2) of the Act; or actual expense for lodging and reimbursement for meals of \$30 per day as provided in §10-8-4(L) of the Act, with the difference between the state funded portion and the amount allowed by federal meal per diem rates to be reimbursed with institutional funds consistent with the limitations discussed in federally sponsored travel above. If the Board of Regents finds that a per diem allowance of \$85 is inadequate for reimbursement of expenses in any municipality in this state, the per diem allowance shall be \$135 for travel to the municipality.

Implementation

The President shall adopt administrative policies and procedures to implement this policy.

References

Per Diem and Mileage Act, NMSA 1978; U.S. Office of Management and Budget Circular A-21; Travel Reimbursement Policies and Procedure, **UBPPM Policy 4030**; “Cost Accounting Standards,” **UBPPM Policy 2400**.

Comments should be sent to BRPM@UNM.edu
www.unm.edu/~brpm

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Homepage](#)

7.7 Subject: TRAVEL REIMBURSEMENT AND PER DIEM

Applicability

This policy applies to all members of the Board of Regents, faculty and staff traveling on official University business.

Policy

Travel on official University business by members of the Board of Regents, faculty and staff is integral to the University's mission. The University shall reimburse the reasonable and allowable costs of travel. No per diem for attendance at Board or committee meetings shall be paid to the Regents.

The University shall follow the State Mileage and Per Diem Act, NMSA Section 10-8-1 et seq., as amended (the "Act").

The Act provides that in the case of out-of-state travel:

- A. Per diem shall be \$115; 10-8-4 (C)(2). If the Board of Regents finds that a per diem allowance of \$115 is inadequate for out-of-state travel to a geographical area, the per diem allowance shall be \$215 for out-of-state travel to that geographical area.
- B. Or (1) actual expenses for lodging and (2) reimbursement for meals of \$45 per day. Sec. 10-8-4(L).

The Act provides that in the case of in-state travel:

- A. Per diem shall be \$85; Sec. 10-8-4(B)(2). If the Board of Regents finds that a per diem allowance of \$85 is inadequate for reimbursement of expenses in any municipality in this state, the per diem allowance shall be \$135 for travel to the municipality.
- B. or (1) actual expenses for lodging and (2) reimbursement for meals of \$30 per day. Sec. 10-8-4(L).

The Board of Regents upon a finding made in a public meeting that extraordinary circumstances exist concerning travel to a certain destination may approve allowance of actual expenses rather than the rates set by the Act.



*Division of Human Resources
Office of the Vice President*

MEMORANDUM

DATE: October 4, 2011

TO: Members of the Board of Regents Finance & Facilities Committee

THROUGH: David W. Harris, Executive Vice President Administration, COO/CFO

FROM: Helen Gonzales, Vice President Human Resources

RE: UNM Health Plan Update

This brief presentation will provide a UNM Health Plan update on the strategies proposed at the March 2011 Budget Summit. Specifically, I will review the plan design changes that realigned premiums based on expense utilization and network costs. There will be a brief discussion of health care reform requirements and changes to our Pharmacy network based on national negotiations between Express Scripts (our Pharmacy Benefit Manager) and Walgreens.



Department of Planning, Budget & Analysis

MEMORANDUM

TO: Members of the Board of Regents' Finance & Facilities Committee

THRU: David J. Schmidly, President
David W. Harris, EVP for Administration, COO and CFO

FROM: Andrew Cullen, Associate VP, Office of Planning, Budget & Analysis

DATE: September 28, 2011

A handwritten signature in black ink, appearing to read "Andrew Cullen", with a long horizontal line extending to the right.

SUBJECT: FY 2012/2013 Main Campus Strategic Financial Outline

In an effort to build upon the positive attributes of the FY12 budget development process and in support of President Schmidly's priority goal number three, the administration submits for your information the following "FY2012/2013 Main Campus Strategic Financial Outline."

The outline has been vetted with Deans' Council and Executive Cabinet, and at its core includes three working groups that represent stakeholders from across the university. The working groups will be charged to analyze and develop cost-reduction and revenue-enhancement strategies that will, among other things:

- Improve graduation rates
- Enhance academic strength of departments
- Increase enrollments – undergraduate and graduate
- Enhance cross-college or other interdisciplinary work
- Enhance scholarly productivity
- Increase diversification of faculty and students

A final aspect of the budget development process that has been lacking in years past will be periodic updates to the Finance & Facilities Committee on the progress of the working groups and other known revenue and expenditure factors that will play a part in driving the development of the FY13 budget.

Thank you for your consideration, and I look forward to discussing the Financial Outline in greater depth during the meeting.

FY 2012/2013 Main Campus Strategic Financial Outline

Perspective

As the University of New Mexico begins the process of developing the FY13 budget, it's important that we step back and reflect on the fiscal and pragmatic challenges of the last several years of state budget reductions during a time of unprecedented student enrollment increases. Lessons learned include, but are not limited to:

- ***Austerity Measures:*** Critical in our proactive approach to absorbing state budget reductions and ultimately avoiding lay-offs.
- ***Engagement:*** Diverse campus constituencies – deans, faculty, staff, students, and to some extent parents and alumni – focused on UNM's fiscal challenges earlier in the budget development process.
- ***Participative process:*** Similarly, the process was far more participative to a broad cross-segment of the University community which created greater buy-in to the budgetary solutions eventually generated.
- ***Mission-focused:*** Key budgetary decisions were driven by a focus on the academic mission of the university, allowing for a significant investment of new funds directly into the teaching and research mission of the university.

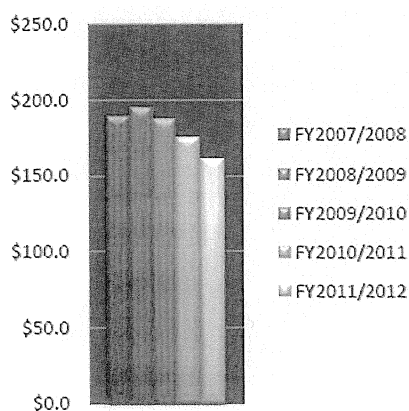
Although recent state consensus revenue estimates depict a New Mexico economy that is on the rebound, the need for fiscal discipline must continue primarily for two reasons:

- The underlying premise that higher education in the United States, and certainly in New Mexico as the costs of entitlement programs escalate, must rely less on state funding and more on tuition, fees and other self-generating revenues.
- The development and implementation of a new state-wide higher education formula will entail growing pains, most likely resulting in flat state support as UNM adjusts to the metrics of the new formula.

The need for continued fiscal discipline is reinforced when one considers the severity of the state Instruction and General (I&G) budget reductions and the coinciding student enrollment increases. As detailed in the graphs below, since FY09 the state I&G appropriation has decreased 17.43% while student enrollment has increased 13.18%.

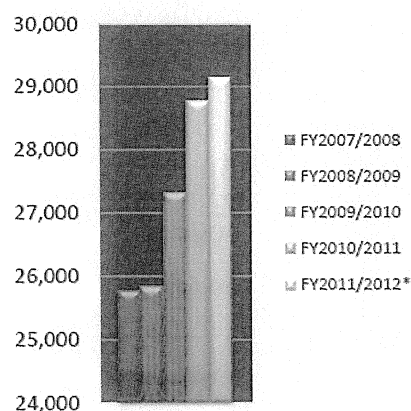
Main Campus State I&G Appropriation

FY2007/2008	\$188,588,200
FY2008/2009	\$194,675,100
FY2009/2010	\$187,411,000
FY2010/2011	\$174,543,000
FY2011/2012	\$160,745,100



Main Campus Fall Enrollment Headcount

FY2007/2008	25,749
FY2008/2009	25,820
FY2009/2010	27,304
FY2010/2011	28,757
FY2011/2012*	29,219



*Projected census as of first day of classes. Source:
Third Friday Census Official Enrollment Report

These factors, which in large part drive the development of the I&G budget, highlight the need to build upon the strengths of the FY12 process and bolster those areas that in hindsight need improvements.

Introduction to FY13 Process

A key component in the process that shaped The University of New Mexico's FY12 budget was the development of the Main Campus Three-Year Financial Strategic Plan (see Office of Planning, Budget & Analysis [OPBA] Web-Site). The plan included five Guiding Principles that remain relevant and are worth restating as we lay the groundwork for the development of the FY13 budget:

- The university will mitigate against further reductions in fundamental teaching and research programs while continuing to support infrastructure and core services that aid our academic mission.
- There will be no further "across the board cuts."

- To the extent possible, the university will protect the core academic programs. If such cuts are necessary, they will be guided by strategic priorities.
- There will be broad input and consensus-building between administration, faculty, staff and students prior to the Regents adopting this plan.
- This will be a painful but fair and transparent process that will be sensitive not only to essential programmatic needs but also to individuals.

As part of an internal assessment, the plan summarized the university's current fiscal challenges and provided a clear acknowledgment that morale was extremely low among faculty and staff. Although challenges remain in both areas, it is widely agreed that the FY12 process moved the university forward fiscally and emotionally by adhering to the guiding principles.

Internal Assessment

Our conversation regarding the FY12 budget began with the understanding that the university would need to accommodate an estimated budget shortfall of approximately \$28.0M, comprised of an anticipated state I&G reduction of \$15.0M and the use of one-time revenues for recurring expenditures of \$13.0M. With a combination of expenditure reductions and a modest tuition and fee increase, we can begin planning for the FY13 budget under the following assumptions/guidelines:

- The full FY12 state budget reduction has been absorbed.
- The state economy is rebounding – future state budget reductions are unlikely.
- One-time funds for recurring expenditures now total \$9.8M. A portion, if not all, of these funds will need to be replaced with permanent funding sources during FY13.
- Fixed costs are likely to continue to escalate.
- Additional funds into various essential academic programs will remain a top priority.
- The University of New Mexico must continue to balance affordability and excellence in its mission of teaching, research, patient care, and community service.

Comprehensive Action Plans

The relative success of the FY12 budget can be attributed to numerous factors, but perhaps primarily to the fact that several broad-based constituent groups were identified and began work on understanding the current budget and upcoming fiscal challenges early in the fall of 2010. Under the leadership of executive management, the groups forged positive working relationships where all preconceptions were respected and constituents bore the responsibility

of accurately reflecting the facts involved in the decision-making and implementation process. Towards this end, the FY13 process will be led by the following teams that will adhere to ground rules similar to the FY12 process.

- ***Strategic Budget Leadership Team – Attachment #1***
 - Oversight of budget development process, including:
 - Expenditure reduction and cost consolidation proposals.
 - Revenue enhancements.
 - Lead communicator of budget process and outcomes.
 - Ultimate responsibility for recommendation to the President and UNM Board of Regents.
- ***President's Strategic Advisory Team – Attachment #2***
 - Follow-up on prior year cost-reduction strategies.
 - Explore additional cost-reduction strategies.
 - Explore administrative consolidation options within and between Academic Affairs and the Administration.
- ***Tuition and Fee Advisory Team – Attachment #3***
 - Study current UNM tuition and fee policies.
 - Provide comparative tuition and fee data, including:
 - Peer, Regional and National T&F data.
 - Alternative tuition and fee models.
 - Engage and solicit student input, including ASUNM and GPSA leadership.
 - Recommend Three Year Tuition and Fee Plan.

A Strategic Budget Plan encompassing both reductions in expenditures and increases in revenues must be fully developed for consideration by the Regents by 3/23/2012 to approve the FY13 tuition and fee increase. All expenditure reductions and revenue enhancements must adhere to the Guiding Principles.

More specifically, in order for revenue enhancement requests to be considered for funding as part of the FY13 budget, a systematic and rigorous process must be implemented to ensure the university is maximizing these new resources. This process must include supporting documentation for use by the Strategic Budget Leadership Team which addresses the following criteria/questions:

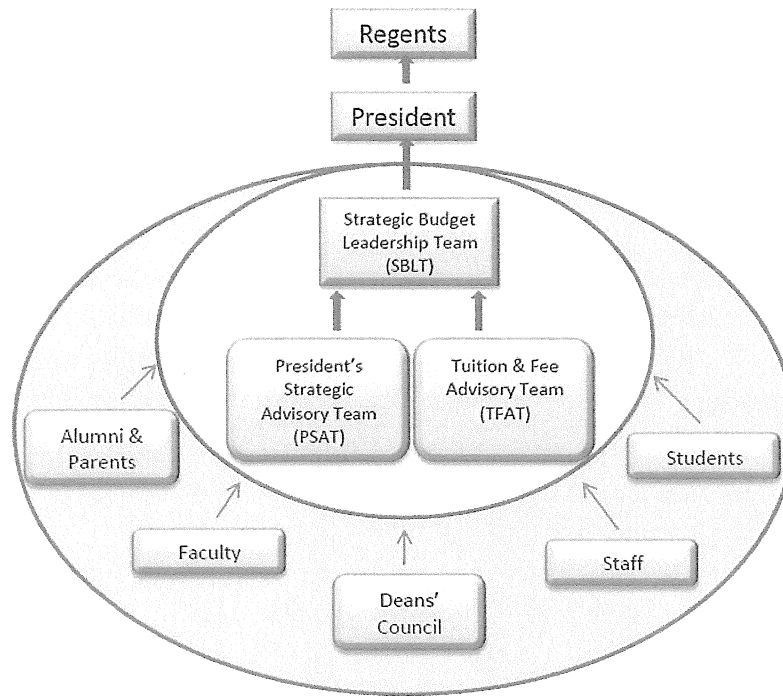
- ***Fixed cost funding:***
 - Budget to actual comparisons/projections for FY12.
 - Documentation of extenuating circumstances driving the request.

- ***Academic Affairs and/or Administration initiatives:***
 - FY12 Budget overview, including:
 - Prior-year ending balance (FY11).
 - Projected ending balance (FY12).
 - Extended University Revenues.
 - Faculty/Lecturers and/or GA/TA positions, including:
 - Enhanced scholarly productivity.
 - Enhanced academic strength of the department.
 - Improved graduation rates.
 - Increased enrollments - undergraduate and graduate.
 - Enhanced cross-college or other interdisciplinary work.
 - Increased diversification of faculty/students.
 - Related Criteria for new positions.
 - Identify and/or quantify required start-up costs.
 - Analysis of space requirements (office, lab, etc.).
 - Identify synergies and collaborative opportunities that will enhance external funding through research and grants.
 - If applicable, address:
 - Salary compression/compaction issues.
 - Additional support staff requirements.

In addition to the information referenced above, the Strategic Budget Leadership Team will consider the ramifications of the new funding formula and likely “outcome performance factors” such as degrees in STEM fields (Science, Technology, Engineering and Mathematics), “At Risk Student” graduation rates, graduate enrollments, and research opportunities that have a positive correlation to the New Mexico economy.

The Plan

Work on the Strategic Budget Plan will commence in October with the overall objective being to have a definitive list of expenditure reduction options, fixed cost requirements, and revenue enhancement priorities by 2/23/2012. The development process will be open and transparent, with ideas and information accumulated and vetted according to the following diagram, and ultimately recommended to the President and Board of Regents.



Initial drafts of the recommendations will be presented to the Deans' Council, Faculty Senate, Staff Council and undergraduate and graduate organizations for their input. The Strategic Budget Leadership Team will finalize and submit the Strategic Budget Plan to the President for his approval. The President will then submit the plan to the Regents for adoption during their 3/23/2012 Regents' meeting. During its development, components of the plan will serve as overall discussion points for the university's **General Legislative Strategy (Attachment #4)** during the upcoming legislative session.

Strategic Budget Leadership Team**Chair:**

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Title/Department:

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TBD

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Andrew Cullen
Amy Neel

Title/Department:

AVP for Planning, Budget & Analysis
Faculty Senate Operations (President Elect)

Email:

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atneel@unm.edu

Academic Affairs:

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Ann Brooks
Mary E. Clark
Philip Ganderton
Kim Kloeppel
Kate Moore
Mark Peceny

Dean, University Libraries
Faculty Senate Budget Subcommittee
Staff Council President
Director, Undergraduate BA/MD, Assoc. Dean A&S
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Associate Director, Finance & Administration for Provost
Dean, College of Arts and Sciences

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ASUNM President

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Student Regent

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General Legislative Strategy

- The University of New Mexico will begin discussing common ground with other higher education institutions, the Legislature, and the Executive.
- Overall strategies will continue to be developed as conversations continue with constituent groups; however, five concepts that must be addressed include:
 - Higher Education Formula & Tuition Credit: Work with the Higher Education Department Funding Formula Task Force, Legislature, Executive branch, and the UNM Funding Formula Team, to create a new higher education funding formula that addresses the mission of a research institution, including:
 - No revenue credits in the new formula.
 - Support base plus funding formula.
 - Advocate for UNM's capital projects to be included in the GOB legislation at a proportionate funding level within higher education.
 - Prevent reductions to both I&G and the RPSP's funding.
 - Monitor ERB status and the retirement swap.
 - Monitor Lottery performance and funding.
- Continue to build on federal relations and meet with federal executive agency staff and federal congressional committee staff to identify possible funding opportunities.
 - a. Provide pertinent information on the OGCR website by tracking interim committees and legislation that impacts UNM.

THE UNIVERSITY OF NEW MEXICO
THE UNIVERSITY OF NEW MEXICO FOUNDATION, INC.

REQUEST TO ESTABLISH A QUASI-ENDOWMENT FUND

REQUESTING COLLEGE/SCHOOL: School of Medicine

REQUESTING DEPARTMENT: Department of Pathology

REQUESTED BY: Thomas Williams, MD, Chair and Professor of Pathology and Cosette Wheeler, PhD,
Professor of Pathology

SUGGESTED FUND TITLE: George D. Montoya Research Scholarship Fund

INITIAL DEPOSIT: \$50,000 over two years with an initial deposit of \$25,000 in 2011

SOURCE OF FUNDS: Pathology indices 254093 - \$17,500 and 254538 - \$7,500. Source: Path dept reserve
clinical unrestricted funds from faculty casework and medical directorships.

GENERAL PURPOSE:

The Montoya Family and the UNM HSC SOM Department of Pathology jointly initiated the "George D. Montoya Research Scholarship Fund" in honor of George's dedication to education, research, and service to UNM. The permanent endowed fund will fund scholarships to UNM students to encourage a career in research. Examples of students are:

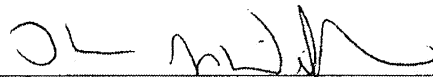
1. UNM Medical Laboratory Science student who will pursue research career
2. UNM undergraduate student taking research for course credit and doing the research in Pathology
3. UNM undergraduate student working in a Pathology research lab and planning a career in research
4. UNM graduate student in Pathology and pursuing a research career
5. Other UNM students pursuing research

ACKNOWLEDGEMENT

I/WE ACKNOWLEDGE THAT THE REQUESTED FUND WILL BE INVESTED AND INCOME
DISTRIBUTED IN ACCORDANCE WITH THE REGENTS OF THE UNIVERSITY OF NEW MEXICO
"CONSOLIDATED INVESTMENT FUND ENDOWMENT INVESTMENT MANAGEMENT POLICY",
ADOPTED IN 1989 AND PERIODICALLY AMENDED THEREAFTER.

AS A QUASI-ENDOWMENT, WITHDRAWALS OF PRINCIPAL MAY BE ALLOWABLE ONLY UPON THE
APPROVAL OF THE REGENTS OF THE UNIVERSITY OF NEW MEXICO.

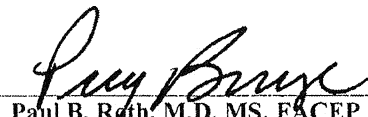
ACKNOWLEDGED:


Thomas Williams, Chair
9/2/11
Date

SCHOOL OF MEDICINE APPROVAL:


Jeffrey K. Griffith, Executive Vice Dean
9-7-11
Date

CHANCELLOR FOR HSC
APPROVAL:


Paul B. Roth, M.D. MS, FACEP
Chancellor for Health Sciences
9/8/11
Date
Dean, School of Medicine

Memo

To: Breda Bova, Ph.D.
Chair, UNM Naming Committee

From: Paul Roth, MD, MS, FACEP *PR/Key Binger*
Chancellor for Health Sciences
Dean, School of Medicine
Nancy Ridenour, PhD, RN, APRN, BC, FAAN *Nancy Ridenour*
Dean, College of Nursing

Date: 9/14/2011

Re: Request for Endowed Chair Naming Approval

Endowed Fund Request

As prescribed by Board of Regents Policy 2.11 "Naming University Facilities, Spaces, Endowments and Programs" and University Business Policy 1020, "Naming Facilities, Endowments and Programs" we seek approval to create and name the Virginia P. Crenshaw Endowed Chair in Nursing.

Virginia P. Crenshaw was a retired faculty member of the UNM College of Nursing. She also served as Dean of the College of Nursing during her time at UNM. In 2003, Dr. Crenshaw expressed through her estate plans her intent to improve the quality of nursing in a collaborative, multidisciplinary approach under the auspices of UNM HSC. The purpose of her gift was to facilitate improvement of nursing practice, education and research by engaging in nursing and inter-professional education, practice, and research.

Since Dr. Crenshaw passed away in January 2011, we have received the bequest of \$997,337.63 for this purpose. The college also has a non-endowed chair fund in place with an additional \$20,530. We initiated this fund to create awareness about the shortage of nursing faculty. Everyone who has contributed to this fund has understood that our ultimate goal was to roll these contributions into the first endowed chair in the college. Our intent is to endow this gift. Additionally, this endowed chair will satisfy the requirement by the Robert Wood Johnson (RWJ) Foundation that we have the faculty endowment established at the College. Further, this chair will perfectly position us for the renewed grant from the RWJ Foundation.

Action Request

We ask the UNM Naming Committee to recognize the generosity of Virginia P. Crenshaw and honor her with the Endowed Chair in the College of Nursing by approving this request to name the fund as described above.

If approved by the Committee, we will present this item to the HSC Board of Regents for their consideration/approval. If approved, this item will then be presented to the UNM Board of Regents for their approval.



THE UNIVERSITY OF NEW MEXICO • HEALTH SCIENCES CENTER

UNM HOSPITALS

UNM Hospital Board of Trustees RECOMMENDATION to REGENTS

August 23, 2011

CAPITAL PROJECT APPROVAL

UNM Hospitals, Second Floor Pathology Department Renovation

REQUESTED ACTION:

In accordance with Section 7.12 of the Board of Regents Policy Manual and as required by the NM Higher Education Department and New Mexico State Board of Finance, project approval is requested for the UNM Hospital, Second Floor Pathology Department Renovation..

PROJECT DESCRIPTION:

The existing Pathology Department is located on the second floor of UNMH adjacent to the Hospital Lab. This project consists of renovating approximately 2,959 square feet of the second floor to expand the Pathology Department and provide additional working office space and for pathologists and residents. The project will include, but not be limited to faculty offices, residents work space, and conference rooms. The Special Collections will be relocated to a more private, nearby location in order to maximize existing Pathology Department space for residents and clinical fellows. The Maximum Allowable Construction Cost is estimated to be \$800,000 plus NMGR. The schedule is to be complete by July 2012.

RATIONALE:

The remodel of Pathology lab services areas on the second floor of UNMH provides long-needed additional on-site working office space for the surgical and laboratory medicine specialists supporting UNMH patient care. Laboratory Medicine pathologists manage the laboratory and oversee lab tests for patient care. Surgical Pathology supports the OR and needs to be in close proximity to handle surgical specimens. Maintaining this adjacency for the physicians and clinical trainees will improve overall patient throughput, coordinated patient care delivery and staff/provider satisfaction.

Pathology is mission critical to delivery of quality patient care.

This reconfigured space will provide increased office space for pathologists to sign out clinical case work, consult with other specialty physician providers, teach clinical trainees and conduct laboratory management meetings to support patient care and medical education requirements for medical students and faculty.

FUNDING:

The total project budget is \$800,000 plus NMGR, funded by the Department of Pathology.



HEALTH SCIENCES CENTER BOARD OF DIRECTORS

September 29, 2011

TO: Jack Fortner, Esq., President
UNM Board of Regents
FR: Carolyn Abeita, Esq., Chair *calueta / pm*
HSC Board of Directors
RE: Request for Items to be placed on UNM Board of Regents' Consent Agenda and One Item to Full Agenda
cc: Paul B. Roth, MD, MS, FACEP, Chancellor for Health Sciences
Ellen Wenzel, Special Assistant, UNM Board of Regents

RECOMMENDED ACTION:

The Health Sciences Center Board of Directors respectfully requests that the following items be placed on the Consent Agenda:

- 1) Approval of Quasi Endowment by the Proposed Name of The George D. Montoya Research Scholarship Fund
- 2) Approval of Virginia P. Crenshaw Endowed Chair in Nursing
- 3) Approval of Capital Project: UNM Hospitals, Second Floor Pathology Department Renovation
- 4) Approval of Four UNMH Contracts

Per the directive of the UNM Board of Regents, these items will also be placed on the Regents' F&F Committee agenda.

The HSC BoD requests that the following item be placed on the Regents' Agenda as an Action Item:

- 1) Approval of FY12 Performance Plan for Chancellor Paul Roth

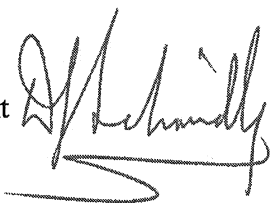
BACKGROUND:

At the September 27, 2011 meeting, the HSC Board of Directors unanimously approved the above issues. The HSC Board of Directors respectfully recommends final approval of these items.

2011-103-HSCBoD

MEMORANDUM

TO: HSC Board of Directors

FROM: David J. Schmidly, President 

DATE: September 21, 2011

RE: Chancellor Paul Roth's Performance Plan for FY 12

Dr. Roth has reviewed his proposed performance plan for FY 12 with me. As per Regent's Policy 3.4, I recommend Dr. Roth's FY 12 performance plan to you for approval. Final approval of Dr. Roth's performance plan rests with the full Board of Regents.

PAUL ROTH PERFORMANCE PLAN FY'12

(Draft - September 14, 2011)

GOAL 1 - ASSURE THE HSC ADHERES TO OUR STATED VALUES

Task 1. Professionalism

A. Define a competency and relationship-based schema of professional behavior applicable to all faculty, staff, students and house staff of HSC. Disseminate the model through educational settings (e.g., Grand Rounds, faculty meetings, student lectures/tutorials). Require all academic/clinical departments to adopt the schema by the end of FY'12, and to use it for regular evaluations of members.

B. Construct a model of types of unprofessional behavior, based on the competency and relationship-based schema. For each of three types of unprofessional behavior, the Office of Professionalism will describe a range of appropriate responses for administrators to consider, and it will develop at least one resource to help address each type of unprofessional behavior. Reduction (by at least 10% by end June, 2012) in incidence of reported unprofessional behavior in bimonthly SOM clerkship reports, yearly AAMC graduation questionnaire, and the report by UNM Hospital Office of Community Affairs.

Task 2. Reinvigorate the HSC commitment to diversity and inclusion:

A. Conduct an environmental review of the HSC Campus with regard to diversity and inclusion in order to compile diversity data, continue the dialogue among leadership about institutional bias, define the HSC areas of strength and needed improvement, and refine the strategic change model by June, 2012.

B. Create the content and construct a website for a mentoring program for minority faculty and choose a pilot group of 15 mentors and 10 mentees by June, 2012.

C. Analyze data, vacancies and hiring procedures relating to HSC Leadership in order to create pathways into senior positions and transparency for faculty of color and conduct a leadership workshop for 15 faculty of color by June, 2012.

GOAL 2 - FURTHER DEVELOP INTERPROFESSIONAL EDUCATION

Task 1. Conduct an annual retreat in the fall 2011 to formulate an HSC Action Plan.

Task 2. Pilot at least one team-based community training experience for students by June, 2012. In an interprofessional training experience students from different professions gain experience providing clinical services as part of a team. Team members may include medicine, nursing, pharmacy, therapists, etc. These teams will learn how to work well with patients, families, and each other.

GOAL 3 - ASSURE THE FINANCIAL STABILITY OF THE HSC

Task 1. Finalize the reports, systems and integrations needed for the HSC Board of Directors, Health System and management by September, 2012.

Task 2. Complete the Legislative Finance Committee (LFC) audit and track our implementation of the action steps identified in our response by the end of December, 2011.

Task 3. Develop a series of financial scenarios in the event of major reductions in Federal/State Medicaid funding and continue updating these scenarios as changes occur by December, 2011.

Task 4. Prepare for anticipated changes in reimbursement strategies due to the Patient Protection and Affordable Care Act (PPACA) by December, 2011.

GOAL 4 - CONTINUE SUPPORT FOR THE EXCELLENCE AND EXPANSION OF THE HEALTH PROFESSIONAL EDUCATIONAL PROGRAMS

Task 1. College of Nursing (CON) - Finalize the approval for the Doctor of Nursing Practice (DNP) degree by December, 2011.

Task 2. College of Pharmacy (COP) - Commence billing for clinical services provided by COP faculty by December, 2011.

Task 3. School of Medicine (SOM) – Successfully align faculty recruitment for SRMC with the diversity goals of the institution as well as the patient care, education and research missions by October, 2011.

GOAL 5 - ASSURE THE CONTINUED GROWTH AND EXCELLENCE IN THE HSC RESEARCH INITIATIVES

Task 1. Begin implementation of the Brain and Behavior Illness Institute (BBII) by September, 2011.

Task 2. Submit 35 additional National Institute of Health programmatic grants by June, 2012.

Task 3. Develop and implement processes to create disease-specific registries for outcomes research by June, 2012 in an effort to support our comparative effectiveness activities.

Task 4. Submit at least three new grant applications in the area of disease prevention and/or wellness by the end of June, 2012.

GOAL 6 - ASSURE EXCELLENCE IN QUALITY OF PATIENT CARE AND PATIENT SAFETY

Task 1. HSC electronic medical record qualifies for Stage I Meaningful Use by June , 2012.

Task 2. Achieve performance metrics for UNM Hospital by June, 2012.

- A. Maintain an 80% rating on Periodic Performance Report of 95% or better on measures of success.

- B. Achieve a 4% improvement in mortality index over prior year, from .73 to .70.
- C. Improve Press Ganey inpatient score of 82.3 to inpatient score of 83.2 by June, 2012.
- D. Improve central line associated blood stream infection rate to below .20 which is an improvement over the current rate of .22.

Task 3. Improve UNM Hospital's composite score from .64 to above .66 on its UHC Peer Hospital Quality and Accountability Performance Score Card, which should put UNM Hospital (UNMH) in the top half of peer hospitals in the U.S.

Task 4. Incorporate Disease Prevention and Wellness processes into the Patient-Centered Medical Home Program. Assure data retention sufficient to track results of both improved wellness and probable costs avoided. The UNM Hospital Patient Centered Medical Homes will improve prevention and wellness for paneled diabetic patients by demonstrating that:

- A. 80% of patients paneled in a UNM Hospital (UNMH) Patient-Centered Medical Home (PCMH) with a diagnosis of diabetes have HbA1C measured every six months by June, 2012.
- B. Based on AF4Q publically reported data for HbA1C, the mean score for HbA1C has been reduced year over year by 0.5% by June, 2012.

Task 5. Sandoval Regional Medical Center, Inc. (SRMC) opens for business by June, 2012.

GOAL 7 - FURTHER DEVELOP A PROCESS TO STUDY, INFORM AND AFFECT HEALTH POLICY AND PRACTICES AT THE LOCAL, STATE AND NATIONAL LEVEL

Task 1. Establish a Health Innovations Trust to provide leadership in the identification of future trends in health care and engagement in community wide discussions of potential solutions and scientific evaluation of health care innovations by September, 2011.

GOAL 8 - CONTINUE TO ENHANCE COMMUNITY ENGAGEMENT PROGRAMS

Task 1. As a component of Vision 2020, expand the number of Health Extension Rural Offices (HEROs) and their associated Academic Hubs from six to 10 by June, 2012.

Task 2. Expand the number of rural sites for Project ECHO (Extension for Community Healthcare Outcomes) from 265 to 350 by June, 2012.

GOAL 9 - ADMINISTRATION

Task 1. Develop and implement a new communication plan for the HSC and the Health System which allows direct messaging to the statewide communities, incorporates social media platforms, results in community interaction and conveys to the general public the missions and goals of the HSC by December, 2011.

Task 2. Approve the HSC Master Facility Plan by the HSC Board of Directors by September, 2011.