



BOARD OF REGENTS

AGENDA BOOK

March 22, 2022

9:00 AM – Open Session

Student Union Building

Ballroom C

8:00 AM – Closed Session (Cherry Silver Room)



The Board of Regents of the University of New Mexico

March 22, 2022

9:00 AM Open Session

Student Union Building (SUB), Ballroom C

8:00 AM Executive Session

Cherry Silver Room, 3rd Level of SUB

Livestream¹: <https://live.unm.edu/board-of-regents>

AGENDA

8:00 AM: Cherry Silver Room

- A. Call to Order, *Chairman Douglas M. Brown*
 - 1. Confirmation of a Quorum
 - 2. Adoption of the Agenda
- B. Vote to close the meeting and proceed in Executive Session (Roll Call Vote)
 - 1. Discussions subject to attorney-client privilege pertaining to threatened or pending litigation as permitted by Section 10-15-1(7), NMSA (1978)
 - 2. Discussions of bargaining strategy preliminary to collective bargaining and collective bargaining between a policymaking body and an employee bargaining unit, as permitted by Section 10-15-1H(5), NMSA (1978)
 - 3. Discussion of “limited personnel matters” as defined in and permitted by Section 10-15-1.H(2), NMSA (1978) - regarding: employee appeal(s)
- C. Vote to re-open the meeting

9:00 AM: Proceed to SUB Ballroom C for Open Session

TAB

- D. Certification that only those matters described in Agenda Item B. were discussed in Closed Session and if necessary, final action with regard to certain matters will be taken in Open Session
- E. Land Acknowledgement Statement, *Chairman Douglas M. Brown*
- F. Approval of the Minutes of the March 14 regular meeting.....1

Regents’ Recognitions and Acknowledgements

Public Comment² [limit 3 mins.]

- G. Approval of the Proposed Fiscal Year 2022-23 Budget Planning Assumptions2
 - 1. Introduction and Remarks, *President Garnett S. Stokes*

2. Central Campus, *Teresa Costantinidis, SVP for Finance & Administration; James Holloway, Provost and EVP for Academic Affairs*

- Tuition, Fees, and Compensation Proposal

3. Branch Campuses: Gallup, Los Alamos, Valencia, and Taos, *Teresa Costantinidis*

- Tuition, Fees, and Compensation Proposal

4. Health Sciences Center, *Doug Ziedonis, EVP for Health Sciences & Health System CEO; Ava Lovell, Exec. Officer for Finance & Administration, HSC*

- Tuition, Fees, and Compensation Proposal

Break: 10-minute break

H. Regents' Committee Reports

Approval of Consent Docket

Action items on Regent's Committee agendas may be moved to the Board of Regents' consent docket; items on the consent docket received unanimous approval in committee; per Regents' Policy 1.2, "Any member of the Board of Regents shall have the right upon request to remove any item from the Board's consent agenda and place the item on the Board's regular agenda for discussion."

1. [SSTAR]* Form C: Health Information Technology-AAS Degree (GA)C-1
2. [SSTAR] Form C: Pre-Health Scholars Certificate (HSC) (New).....C-2
3. [SSTAR] Form D: Cert Technical & Professional Communication GraduateC-3
4. [F&F]* Project Construction Approvals:.....C-4
 - Silver Family Geology Museum Renovation
 - Northrup Hall Radiogenic Isotopes Lab HVAC
 - UNM-Taos Harwood Museum HVAC Improvement
 - Biomedical Research Facility BLS-2 Lab Airflow Modifications
5. [F&F] Approval of Lease: UNM Early Childhood Services Center, 4400 Alameda NE, Suites A & B, Albuquerque, NM 87113C-5
6. [F&F] Approval of Appointments of Representatives from the Lobo Development Corporation to the South Campus Tax Increment Development District (TIDD) BoardC-6

* [SSTAR] Student Success, Teaching and Research Committee; [F&F] Finance & Facilities Committee

Governance Committee, Regent Schwartz, Chair

Action Item

1. Revisions to Regents' Policy 1.6, "Special Recognition and Awards".....3
Terry Babbitt, President's Chief of Staff

[see Attachment A]

Student Success, Teaching and Research Committee [SSTAR], Regent Rael, Chair

Action Items

1. Approval to name the Department of Civil, Construction and Environmental Engineering the, Gerald May Department of Civil Construction and Environmental Engineering.....4
Christos Christodoulou, Ph.D., Jim and Ellen King Dean of Engineering and Computing; Mahmoud Taha, Distinguished Professor and Chair, Civil Engineering; Leslie Currie, Senior Director of Development, SOE
2. Approval to create endowed professorship, The Jim and Mary Lois Friday Hulsman Librarianship for Student Success5
Leo Lo, Ph.D., Dean College of University Libraries & Learning Sciences
3. Policy C07: Faculty Misconduct and Progressive Discipline.....6
Finnie Coleman, Faculty Senate President
4. Approval of Revised ASUNM Constitution, *Greg Romero, ASUNM President*7
[Discussed in Committee during Advisors' Reports; not voted upon in Committee]

Information Item

5. Research and Creative Works Leadership Awards8
William Stanley, Ph.D., Associate Provost for Faculty Success

Finance and Facilities Committee [F&F], Regent Begay, Chair

Action Item

1. Approval of the Sale of Real Property to Tucker Acquisitions, LLC9
Kelly Ward, Director, Lobo Development Corporation

Information Item *(Materials provided for information only; will not be presented)*

2. UNM Foundation Fundraising and Investment Performance Report 10

Health Sciences Center Committee [HSCC], Regent Schwartz, Chair

Action Items

1. Approval of Capital Project: UNM Hospital Behavioral Health Crisis System of Care (Crisis Triage), *Bonnie White, CFO, UNMH* 11
 2. Approval of College of Nursing and Public Health Excellence Capital Project Construction, *Ava Lovell, Exec. Officer for Finance & Administration, HSC* 12
- I. Advisors' Comments *[limit 3 mins.]* 13
- J. Adjourn

¹View the livestream of the meeting here: <https://live.unm.edu/board-of-regents>

²Public Comment: Anyone wishing to give in-person public comment at the meeting will need to register via email. To register, please email regents@unm.edu with the subject "Request to provide public comment at 3/22 Regents' Meeting", and include the following information:

1. First and Last name
2. Affiliated organization (if applicable)
3. Professional title (if applicable)
4. Topic you would like to address

The deadline to register to give public comment is 4:00 PM on Monday, March 21, 2022.

Written comments sent to regents@unm.edu are also welcomed and will be distributed to the Regents before the end of the day on 3/21/22.

ATTACHMENT A

Regents' Policy Manual - Section 1.6: Special Recognition and Awards

Adopted Date: 09-12-1996

Amended: 11-14-1996

Applicability

This policy applies to awards of honorary degrees and other types of special recognition given on behalf of the University at the discretion of the Board of Regents. This policy does not preclude other kinds of awards and recognition by other units or officials of the University.

Policy

It is the practice of the Board of Regents of the University to recognize from time to time the contributions of special people to the University, to the state of New Mexico, or to the national or international community. The Board has established the following awards for this purpose.

1. **Honorary Degrees.** The University ~~of New Mexico~~ wishes to recognize and thereby encourage individuals by awarding special honors to those persons who have contributed significantly to the cultural or scientific development of the Southwest, or to the spiritual or material welfare of its people. At the same time, due regard should be paid to eminent individuals and scholars whose contributions are of general significance and transcend geographic limitations. In no case should a passing courtesy to the University ~~of New Mexico~~, such as the delivery of a commencement address, be the sole or principal cause for such honorary awards. The award of an honorary degree to a person seeking or holding a political office does not indicate endorsement by the University ~~of New Mexico~~. Political involvement should not prevent selection of an individual for an honorary degree. It is not the University's policy to award honorary degrees to active members of the faculty, staff, or administration. This does not preclude, in an exceptional case, the awarding of an honorary degree to an emeritus member of the faculty or to a former employee whose stature remains or becomes eminent in the years following active service with the University. In such exceptions, sufficient time shall have elapsed to insure objectivity in the process of selection. Honorary degrees will be awarded only upon the approval of the Regents, based on recommendations from the Honorary Degree Committee, whose membership is set out in the Faculty Handbook.
2. **Regents' Meritorious Service Medal.** The Regents' Meritorious Service Medal will be awarded to a member or members of the faculty and staff of the University ~~of New Mexico~~ in recognition of extraordinary and distinguished service to the University. The criteria for the faculty award will be outstanding teaching, service to students, research, scholarship, publications, performance in faculty and University governance, or other such contributions which have enhanced the institution. The criteria for the staff award will be outstanding

performance of duties and meritorious service which have enhanced the University. Nominations for these awards may be submitted to the President by students, faculty, and staff. Selection. The final decision will be made by the Regents.

3. **Regents' Recognition Medal.** The Regents' Recognition Medal will be awarded ~~by the Regents of the University of New Mexico~~ to a person or persons, other than faculty or staff, who have performed outstanding service to the institution. The criteria for the award will be extraordinary and unselfish assistance to the University over an extended period of time. However, a single service might be recognized if, in the judgment of the Regents, circumstances warrant. Selection will be made by the Regents.

4. **The University Medal.** The University Medal will be awarded by the Regents ~~of the University of New Mexico~~ to a person of national or international accomplishment deserving of high honor. In keeping with the universal nature of the knowledge and public service which are embodied in the very essence of the University, the University Medal will be used to express the appreciation of the University for the accomplishments and contributions of the individual, which may be in any field of knowledge or public service of national or international character. No limits of residence or national origin are to be placed on this award. Since the desirability of honoring such persons should be both obvious and compelling, the Regents will not grant this award on a systematic basis, nor institute fixed time periods for making the award. The medal will be awarded only in the event that the attainments of a qualified individual are such that the administration and Regents are persuaded that this rare and special recognition is clearly deserved.

- 4.5. **Special Commendation.** A special commendation may be awarded to particularly meritorious nominees for any of the Regents' Meritorious Service Medal, the Regents' Recognition Medal or the University Medal.

Implementation

Potential recipients of the **Regents' Meritorious Service Medal, Regents' Recognition Medal and The University Medal** will be reviewed by the **Regents Special Recognition and Awards Committee** appointed by the University President and approved by the Chair of the Regents. The Committee will review the nominations and charge provided by the President and compile recommendations for the Board of Regents.

The **Regents Special Recognition and Awards Committee** membership will include: At least one (1) member selected by the University President; one (1) member of the general faculty recommended by the Faculty Senate; one (1) staff member recommended by Staff Council; one (1) member recommended by the Graduate and Professional Student Association (GPSA) and one (1) member recommended by the Associated Students of the University of New Mexico. Additionally, the University President will appoint the committee chair from within or outside this membership and may add additional representation from the UNM Foundation, health sciences, athletics, branch campuses, alumni and other constituent groups.

Except for the special Commendations, Awards-awards will be a ~~silver-alloy~~ medal, or other appropriate device, bearing as appropriate and as space permits, the seal of the University of New Mexico and other ~~appropriate~~ designs and will be accompanied by a certificate upon which the nature of the service will be cited. The Special Commendation shall be in the form of a certificate.



Land Acknowledgement Statement

Founded in 1889, The University of New Mexico sits on the traditional homelands of the Pueblo of Sandia. The original peoples of New Mexico – Pueblo, Navajo, and Apache – since time immemorial, have deep connections to the land and have made significant contributions to the broader community statewide. We honor the land itself and those who remain stewards of this land throughout the generations and also acknowledge our committed relationship to Indigenous peoples. We gratefully recognize our history.

Minutes of the Regular Meeting of
The Board of Regents of the University of New Mexico
March 14, 2022; 9:00 AM
Virtual meeting via Zoom; livestreamed for public viewing

Members Present

Douglas M. Brown, Chair; Kim Sanchez Rael, Vice Chair; Sandra K. Begay, Secretary/Treasurer; Jack L. Fortner; Randy Ko; William H. Payne; Robert L. Schwartz

Administration Present

Garnett S. Stokes, President; Loretta Martinez, University Counsel; James Holloway, Provost and EVP for Academic Affairs; Teresa Costantinidis, SVP for Finance and Administration; Michael Richards, Vice Chancellor for Clinical Affairs; Terry Babbitt, President's Chief of Staff;

CALL TO ORDER AND CONFIRMATION OF A QUORUM

Chairman Doug Brown called the meeting to order at 9:00 AM and confirmed a quorum with all 7 members present, virtually via Zoom.

LAND ACKNOWLEDGEMENT STATEMENT

Chairman Brown read aloud UNM's Land Acknowledgement Statement:

Founded in 1889, The University of New Mexico sits on the traditional homelands of the Pueblo of Sandia. The original peoples of New Mexico – Pueblo, Navajo, and Apache – since time immemorial, have deep connections to the land and have made significant contributions to the broader community statewide. We honor the land itself and those who remain stewards of this land throughout the generations and also acknowledge our committed relationship to Indigenous peoples. We gratefully recognize our history.

VOTE TO ADOPT THE AGENDA

- Motion to adopt the agenda passed unanimously (1st Begay; 2nd Payne; roll call vote – all members voted yes).

APPROVAL OF MINUTES: FEBRUARY 15, 2022 REGULAR MEETING

- Motion to approve the minutes of the February 15, 2022 regular meeting passed unanimously (1st Payne; 2nd Schwartz; roll call vote – all members voted yes).

ELECTION OF OFFICERS

Chairman Brown requested nominations for officer positions.

President:

Regent Jack Fortner nominated Doug Brown for President; Regent Kim Rael seconded the nomination. There being no other nominations, Regent Brown asked for a roll call vote on the nomination. All Regents voted yes.

Vice-President:

Regent Brown nominated Kim Sanchez Rael for Vice-President; Regent Fortner seconded the nomination. There being no other nominations, Regent Brown asked for a roll call vote on the nomination. All Regents voted yes.

Secretary-Treasurer:

Regent Jack Fortner nominated Sandra Begay for Secretary-Treasurer; Regent Rob Schwartz seconded the nomination. There being no other nominations, Regent Brown asked for a roll call vote on the nomination. All Regents voted yes.

Regarding Committee assignments, Regent Brown said that Student Regent Ko was interested in serving on the Finance & Facilities Committee (F&F). There was discussion and it was decided that Regent Ko would take Regent Schwartz' place on F&F Committee. Additionally, Regent Schwartz would replace Regent Ko on the Audit and Compliance Committee.

ANNUAL DETERMINATION OF REASONABLE NOTICE OF MEETINGS

Chairman Brown confirmed that this determination is required every year, as per the NM Open Meetings Act. With the resolution recognizes the annual requirement and references Regents' Policy Section 1.3, which outlines when, how, and where meeting notices are to occur, thus codifying what the Board of Regents determine as being reasonable notice of its meetings.

Adoption of Resolution Regarding Determination of Reasonable Notice of Meetings **[Attachment A]**

- The motion to the adopt Regents' Resolution on Noticing Meetings, passed unanimously (1st Schwartz; 2nd Rael; roll call vote – all members voted yes).

Adoption of Academic Year 2022-2023 Meeting Schedule

There was general agreement on the proposed meeting dates; however, Regent Bill Payne said he would not be able to make the October 11, 2023 Finance and Facilities Committee Meeting, clarifying that he would be able to attend if the meeting were on October 12. It was agreed to move the meeting date to the 12th.

- The motion to the adopt the upcoming academic year's meeting schedule as modified, passed unanimously (1st Fortner; 2nd Schwartz; roll call vote – all members voted yes). **[Attachment B]**

Regent Begay reminded everyone that holding a Regents' meeting during spring break should be avoided. There was a brief discussion about whether it was better to pursue a change to the state statute that requires the Regents meet on the second Monday of March for election of officers or advocate for a change to spring break dates. Regent Rael said that a simple change to the statute could be to take out 'second Monday' so to allow for a meeting anytime during March.

CLOSING COMMENTS

Regent Payne said he was concerned that the Open Meetings Act (OMA) was being interpreted by UNM in a far too constrained manner, for example having to send out a notice of a quorum for an information-gathering meeting or even for attendance at an athletic event. He clarified that Regents are not an elected body but are constitutional officers. Regent Payne requested that the Office of University Counsel look into the OMA requirements more closely and come back with a more clear delineation of what is required or not required. University Counsel responded they would look at it and bring back its opinion to the board.

ADJOURN

There being no further business, Regent Brown asked for a motion to adjourn the meeting; Regent Ko motioned; Regent Begay seconded; all were in favor; the meeting adjourned at 9:19 AM.

Approved:

Attest:

Douglas M. Brown, Chair

Sandra K. Begay, Secretary/Treasurer



Resolution Making Annual Determination of Reasonable Notice of Public Meetings

WHEREAS, the Board of Regents is required by section 10-15-1(D) of the New Mexico Public Meetings Act to determine annually in a public meeting what notice is reasonable for a public meeting of the Board.

THEREFORE, be it resolved that the Regents affirm Regent Policy 1.3 (attached) concerning public notice of Regents' meetings; and

BE IT FURTHER RESOLVED that the Regents hereby determine that such policy provides reasonable notice of public meetings held by the Board.

ADOPTED BY THE BOARD OF REGENTS on this day, MARCH 14TH, 2022

Attest:



Sandra K. Begay, Secretary/Treasurer

Regents' Policy Manual - Section 1.3: Public Notice of Regents' Meetings

Adopted Date: 09-12-1996

Amended: 12-08-1998

Amended: 03-11-2002

Amended: 09-09-2003

Amended: 03-14-2005

Amended: 06-12-2012

Amended: 05-01-2013

Amended: 05-01-2014

Amended: 12-13-2016

1. Policy

This policy is adopted pursuant to the New Mexico Open Meetings Act, NMSA 1978, § 10-15-1, et seq.

2. Regular Meetings

Regular meetings of the Board of Regents will be held on the second Monday in March and at regular pre-announced intervals, which are generally monthly, unless otherwise announced in the Notice of Regular Meetings pursuant to this policy.

Notice of Regular Meetings

Notice to the public of the regular meetings of the Board of Regents will specify the date, time, and place thereof and will state that a copy of the agenda will be made available on the public regents.unm.edu website, at least seventy-two (72) hours prior to the meeting. Notice will be given to those newspapers and broadcast stations that have filed a written request with the University Communication and Marketing Department for such notices of meetings. Notice will be by email at least ten (10) days prior to the meeting and the written Notice will be placed on the public regents.unm.edu website.

3. Special Meetings

Special meetings of the Board of Regents may be called by the Board President or any four (4) members of the Board.

Notice of Special Meetings

Notice to the public of special meetings of the Board of Regents will specify the date, time, and place thereof and will state that a copy of the agenda will be made available on the public

regents.unm.edu website, at least seventy-two (72) hours prior to the meeting. Notice will be given to those newspapers and broadcast stations that have filed a written request with the University Communication and Marketing Department for such notices of meetings. Notice will be by email at least seventy-two (72) hours prior to the meeting and the written notice will be placed on the public regents.unm.edu website.

4. Emergency Meetings

Emergency meetings of the Board of Regents may be called by the Board President or any four (4) members of the Board only in the event of unforeseen circumstances that, if not addressed immediately by the Board, will likely result in injury or damage to persons or property or substantial financial loss to the University. The Board will avoid emergency meetings whenever possible.

Notice of Emergency Meetings

Notice to the public of emergency meetings of the Board of Regents will specify the date, time, place, and subject matter thereof and will be given to those newspapers and broadcast stations that have filed a written request with the University Communication and Marketing Department for such notices of meetings. Notice will be by email, at least twenty-four (24) hours prior to the meeting or by such other notice as soon as possible and as may be practicable under the circumstances.

Report to the New Mexico Attorney General

Within five (5) days of taking action on an emergency matter, the Board of Regents shall report to the New Mexico Attorney General's Office the action taken and the circumstances creating the emergency.

5. Compliance with the Americans with Disabilities Act

In addition to the information specified above, all notices shall include the following language:

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in a meeting of the Board of Regents, please contact the University Communication and Marketing Department with as much advance notice as possible to allow for arranged services. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the University Communication and Marketing Department if an accessible format is needed.

6. Remote Participation in Meetings

A member of the Board of Regents may participate in a regular, special, or emergency meeting of the Board by means of a conference telephone or other similar communications equipment

when it is otherwise difficult or impossible for the member to attend the meeting in person. Each member participating remotely must be identified when speaking, all participants must be able to hear each other at the same time, and members of the public attending the meeting must be able to hear any member of the Board who speaks during the meeting. The minutes of any meeting at which there is remote participation shall identify any Regents who were not physically present but who participated remotely.

7. Closed Meetings (Executive Sessions)

Exceptions to Open Meetings Act

Meetings of the Board of Regents may be closed, according to the procedures set out below, only if the matter to be considered falls within one of the enumerated exceptions defined in § 10-15-1(H) of the Open Meetings Act or if closure can be implied from or required by other laws or constitutional principles which specifically or necessarily preserve the confidentiality of certain information.

Closing an Open Meeting

Closing of a meeting shall be by a majority vote of a quorum of the Board during the open meeting, with the vote of each member being recorded. The motion shall state: (1) the authority for the closure (the statutory provision); and (2) the subject to be discussed with reasonable specificity. The matter to be discussed must have been included on the agenda, except for emergency matters.

Calling a Closed Meeting Outside of an Open Meeting

Notice that a meeting will be closed, in whole or in part, will be given as specified above for a regular, special or emergency meeting, as appropriate, by so specifying either in the notice of the meeting or on the agenda. The notice shall state the specific provision of the law authorizing the closed meeting and shall state the subject to be discussed with reasonable specificity.

The minutes of the next open meeting shall contain information about the closed meeting, including the date, time, place, and subject matter of the closed meeting, the names of the Regents present at the closed meeting, the names of the absent Regents, and a statement that the matters discussed in the closed meeting were limited only to those specified in the notice of the closed meeting.

Action

Any final action taken as a result of discussions in a closed meeting shall be made by a vote of the Board of Regents at an open public meeting, with the exceptions allowed under § 10-15-1(H).

8. Agendas

A copy of the agenda for each regular and special meeting of the Board of Regents will be available at least seventy-two (72) hours prior to the meeting (and the notice of the meeting shall so state) and will be placed on the regents.unm.edu website. Except for emergency matters, the Board shall take action only on items appearing on the agenda.

9. Public Input at Meetings

An opportunity for public input regarding agenda items shall be provided at each regular meeting during Board consideration of the agenda item in question. The Board President shall determine the length of time to be allowed for public input for each agenda item, the sequence in which individuals may address the Board, and the length of time that will be allowed for each person to address the Board. The Board President may request that a group designate a spokesperson.

10. Minutes

The Board of Regents shall approve and keep written minutes of all its meetings. The minutes shall include, at a minimum: (1) the date, time, and place of the meeting; (2) the names of Regents in attendance and those absent; (3) a statement of what proposals were considered; and (4) a record of any decisions made by the Board and how each Regent voted.

Draft minutes shall be prepared within ten (10) working days after the meeting and must be available for public inspection. The draft minutes must clearly indicate that they are not the official minutes and are subject to approval by the Board.

Draft minutes shall be approved, amended, or disapproved at the next regular meeting where a quorum is present. Minutes shall not become official until approved by the Board of Regents. Official minutes are subject to public inspection.

No minutes need to be kept during closed sessions, but information about the closed session must be recorded as specified in the "Closed Meetings" section of this resolution.

Recordings of Board of Regents' meetings shall be kept for, at minimum, three (3) years.

11. References

- NMSA 1978, § 10-15-1 et seq. ("Open Meetings Act")
- NMSA 1978, § 21-7-5 ("Annual Organization Meeting of Board; Election of Officers; Bond of Secretary-Treasurer; Conditions")

2022-2023 BOARD OF REGENTS' ACADEMIC YEAR MEETING CALENDAR

Regents' full Board & Committee Meetings	2022 Aug	2022 Oct	2022 Dec	2023 Feb	2023 Mar/Apr	2023 May	2023 June
Board of Regents	Aug 16	Oct 18	Dec 13	Feb 14	Mar 13* Apr 11	May 11	<i>Regent Retreat tbd</i>
Finance & Facilities Committee		Oct 12	Dec 6	Feb 7	Apr 4	May 9	<i>na</i>
Health Sciences Center Committee		Oct 11	Dec 6	Feb 7	Apr 4	May 9	<i>na</i>
Student Success, Teaching & Research Committee		Oct 6	Dec 1	Feb 2	Mar 30	May 4	<i>na</i>
Audit and Compliance Committee	Aug 11	Oct 13		Feb 9		May 4	<i>na</i>
Governance Committee		<i>tbd</i>	<i>tbd</i>	<i>tbd</i>	<i>tbd</i>	<i>tbd</i>	<i>na</i>

*As required by State Statute, the Board of Regents are to meet the second Monday in March for election of officers.

Preliminary Budget Approval Meeting: April 11, 2023

Fall Commencement: Friday, December 16, 2022; 6:00 PM

Spring Commencement: Saturday, May 13, 2023; 9:00 AM

Spring Break: March 12-19, 2023

Central Campus, Branch Campuses and Health Sciences Center



FY23 Budget Presentation



- Budget planning has the same primary principles across all campuses
- Distinctive considerations for each unique mission
- Compelling conditions, strategic urgency and proposed plan for each campus
- Recommendations

Recommendations for Approval Central Campus and HSC

- We are recommending that the Board of Regents approve the following:
 - 7.12% compensation plan (3% in Q4 FY22, 4% in FY23)
 - 1% increase in mandatory student fees (recommended by the SFRB)
 - \$15 increase in the ASUNM fee
 - Approved by the student body in a constitutional referendum held 03/09/2022
 - Tuition simplification for Central Campus and HSC (remove discount)
 - Central Campus:
 - Increase in undergraduate resident tuition by 3%, with a flat rate at 15 credit hours
 - Increase in graduate resident tuition by 3%, with a flat rate at 12 credit hours
 - Increase in non-resident tuition (undergrad and graduate) by 5%, with a flat rate at 12 credit hours
 - HSC:
 - 1% base increase undergraduate and graduate resident tuition
 - 3% increase in non-resident base tuition
 - No change in HSC tuition differentials



Recommendations for Approval Branches

- UNM-Los Alamos:
No change in tuition and fees
- UNM-Valencia:
No change in tuition and fees
- UNM-Gallup:
No tuition and fee increase contingent upon Advisory Board approval
- UNM-Taos
Contingent upon Advisory Board approval:
Tuition
Current rates: \$78/ch resident; \$198.60/ch non-resident
Proposed rates: \$81/ch resident (+3.85%); \$206/ch non-resident (+3.73%)
Fees
Current rate: \$15 Student Support (block fee per student, per semester)
Proposed rate: \$30 Student Support (block fee per student, per semester)₄





Central Campus

Budget Priorities and Workplan

Budget Leadership Team's (BLT) goal is to ensure we have sufficient:

Investment in Compensation

Faculty Startup Funding

Reserve Balance

Investment in Facilities, Virtual Infrastructure, Safety and Compliance

BLT Tuition and Fee Committee's goal is to have a proposal to ensure we have:

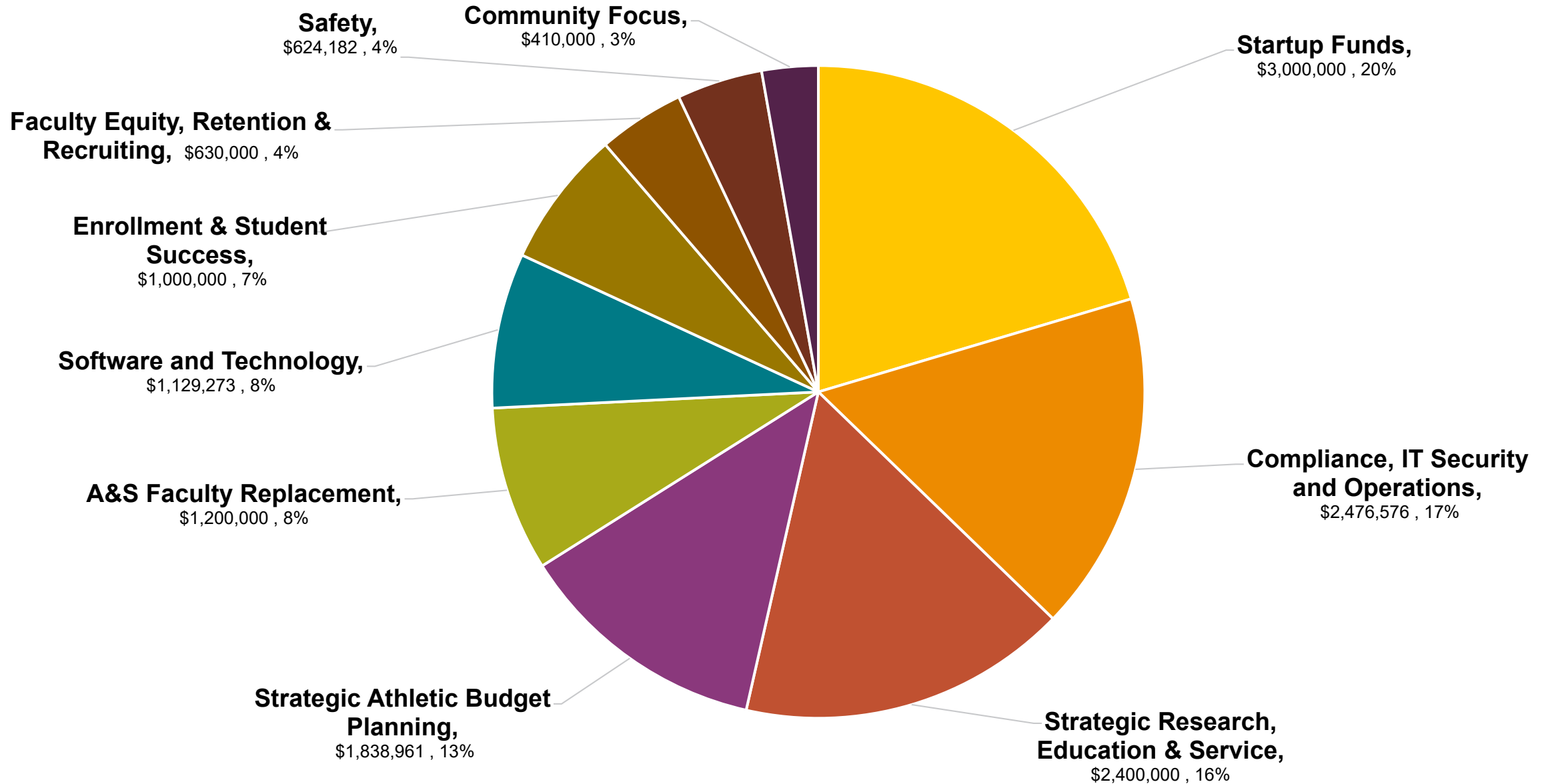
Affordability for All New Mexicans

Strong Graduation and Retention Rates

A Simpler Rate Structure

Competitive Rates that Keep in Line with Inflation

Units submitted \$14.7M of funding proposals for critical strategic needs



President's Office

Emphasis on Community

Alumni Relations personnel support for programming

Division of Equity and Inclusion infrastructure, personnel, professional development

Additional advisors needed to meet hearing load

Institutional spot, digital advertising

\$410,000

Emphasis on Compliance

Split Clery and compliance role, data support

Internal Audit system upgrades and professional development

\$215,000

Strategic Athletic Budget Planning

Additional cost of attendance, travel, and backfill projection tuition/fee increases

Football initiatives (priorities 1 and 2)

Facilities deferred maintenance

Utilities inflationary increases

Student professional development and institutional support

\$1,838,961

SVP for Finance and Administration

Software and Technology

Recurring software maintenance fees that are critical for operations

Required upgrades and/or shift to cloud-based subscriptions

Software Licensing Escalators (built into existing software license obligations)

Licensing and Enterprise Applications Support Position

\$1,129,273

Compliance, IT Security, and Operations

Recurring software maintenance fees that are critical for compliance

Funding for positions that are critical for compliance, IT security, and operations

Information security initiatives including endpoint detection and response

Restoration of operating budgets in critical areas (reduced in FY21)

\$2,261,576

Safety

UNMPD: Six Additional Dispatchers Needed (w/ Fringe Benefits)

UNMPD: Critical Compensation Pay Increase for Dispatchers and Security

Alarms Inspections and Fire Sprinkler Renewals

\$624,182

Academic Affairs

Enrollment and Student Success

Recruiting, prospect development, and financial aid optimization

Support for summer teaching and improved advising

\$1,000,000

Faculty Equity, Retention & Recruiting

To achieve competitive faculty salaries requires \$14M in 2021 dollars

Funds to address strategic on-going equity, retention and recruiting needs

\$630,000

A&S Faculty Replacement

Over 5 years SCH taught in A&S has decreased by 28%

To manage budget shortfall the A&S budget must be reduced

These funds (tranche 1 of 3) allow us to reduce by 30 faculty FTE rather than 60

Provides funding roughly equivalent to 10 faculty positions

\$1,200,000

Startup Funds

UNM struggles to recruit faculty because of insufficient startup funds.

Creates a recurring pool to be used for faculty start up

Also allocates funds for start up for Dean of Engineering & VP Student Affairs

\$3,000,000

Strategic Research, Education & Service

Support for Graduate Student Assistantships

Strategic Faculty and Instructor Lines

Funding for Library Collections

Teacher Preparation Programs and Faculty / Staff Professional Development

\$2,400,000

We need to address a 2021-22 I&G deficit of \$2.5M

Category	Fiscal Year 2022 Budget	Fiscal Year 2022 Projected Actuals
State Appropriations (HAFC CS)	197,843,000	199,358,735
Tuition Revenue	115,973,247	110,935,361
Other/Net Transfers Out	(16,089,989)	(16,089,989)
Total I&G Revenues	297,726,258	294,204,107
Mandatory Student Fees	25,392,526	24,939,909
Total Revenues	323,118,784	319,144,016
Base Allocation	294,934,739	294,934,739
Funding Requests	-	-
Must Fund Increases	-	-
Compensation (estimated)	-	1,759,584
Total I&G Expense	294,934,739	296,694,323
Mandatory Student Fee Allocations	25,392,526	25,392,526
Total Expense	320,327,265	322,086,849
Projected Surplus (Deficit)	2,791,519	(2,942,832)
I&G Surplus (Deficit)	2,791,519	(2,490,216)
MSF Surplus (Deficit)	0	(452,617)
Total Surplus (Deficit)	2,791,519	(2,942,832)

FY22 projected I&G deficit because tuition revenue was not as much as expected



We need to address a \$2M shortfall in compensation funding

- A 7.12% compensation increase would require \$16.4M of I&G funding
- We expect to receive \$14.4M* of state funding
- FY23 compensation shortfall (\$2M)

** Amounts given by HED as of 3/15/22. Final amounts are still being finalized*

We have must-fund expenses totaling \$6.9M including an ERB obligation of \$3.3M

» **\$6,889,603 needed for FY23 Must Fund Expenses:**

- \$325,768 Group Health Insurance 2% cost increase
- \$276,903 Group Health 1.7% plan design change
- \$795,432 Minimum Wage increase to \$15.00
- \$3,301,500 ERB employer contribution 2% increase
- \$470,000 Faculty promotion and tenure increases including fringe
- \$300,000 Miscellaneous Fringe Benefits
- \$420,000 Property and General Liability Insurance
- \$1,000,000 For additional student aid

NOTE: *With tuition increases, the need for aid also increases; we set aside 10% for aid for incremental increases in tuition revenue*

Total Need is \$40.5M, some portion of which we will need to make up through a tuition increase

Summary of Needs:

\$2.5M Shortfall from 2021-22

\$16.4M 7.12% compensation increase

\$6.9M Must-fund expenses

\$14.7M Funding proposals for strategic needs

\$40.5M Subtotal

\$23.4M Additional State Sources

\$40.5M Less: Needs

(\$17.1M) Unmet Needs

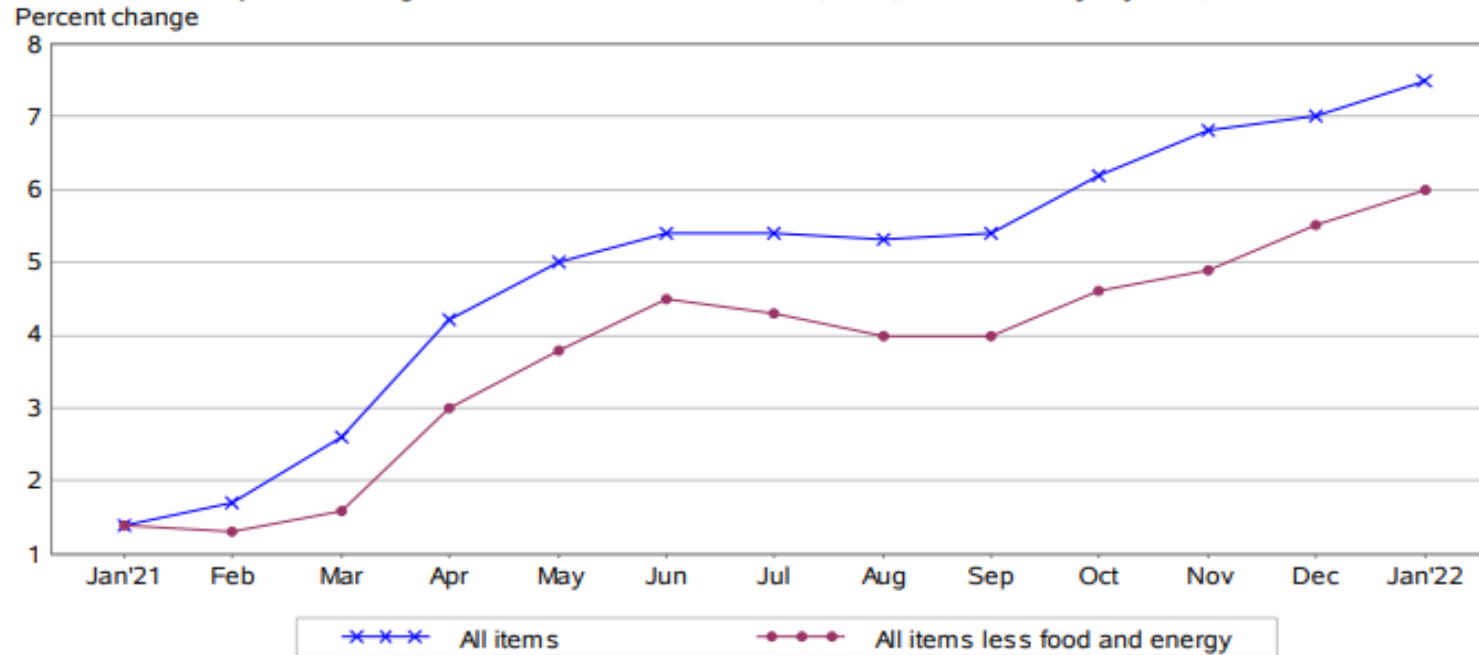
- We wouldn't raise tuition by \$17.1M, so we will still have unmet needs.

UNM units are also facing increased operating costs

»Consumer Price Index (CPI)

- Over last 12 months (January 2021 – January 2022), all items index increased 7.5% (before seasonal adjustment), 6.0% for all items less food and energy (Consumer Price Index – January 2022).

Chart 2. 12-month percent change in CPI for All Urban Consumers (CPI-U), not seasonally adjusted, Jan. 2021 - Jan. 2022



In the tuition realm we have many moving parts

- Enrollment
 - Enrollment assumption is 0% growth
- Rate
- Simplification

Our base tuition rates have been aligned with our peer NM research institutions, but we need to make adjustments to stay competitive

2021-22 ACADEMIC YEAR as reported in FY22 Budget Exhibit		Undergraduate Tuition					
		Part-time/Hourly rate		Full Time/per semester		Summer Session	
Four Year Institutions		Resident In District	Non Resident	Resident In District	Non Resident	Resident - Per Credit Hr.	Non Resident - Per Credit Hr.
Research							
NMIMT		292.95	952.51	3,515.40 *	11,430.00 *	292.95	292.95
NMSU		276.70	937.80	3,234.70 **	12,045.50 **	276.70	314.40
UNM		275.20	974.76	3,444.06 **	11,970.78 **	275.20	275.20

2021-22 ACADEMIC YEAR as reported in FY22 Budget Exhibit		Graduate Tuition					
		Part-time/Hourly rate		Full Time/per semester		Summer Session	
Four Year Institutions		Resident In District	Non Resident	Resident In District	Non Resident	Resident - Per Credit Hr.	Non Resident - Per Credit Hr.
Research							
NMIMT		408.00	1,349.58	3,672.00 *	12,146.22 *	408.00	408.00
NMSU		276.70	962.80	2,490.30	8,665.20	276.70	345.70
UNM		336.12	1,078.54	4,033.44 **	12,979.26 *	336.12	336.12

* Based on 12-18 credit hours

* Based on 9-13 credit hours

** Based on 15+ credit hours

** Based on 12+ credit hours

We need to simplify our tuition model: Hard for students, Hard for planning

CURRENT STATE		
	RESIDENT	NON-RESIDENT
UNDERGRAD	FLAT RATE AT 15 CREDIT HRS. DISCOUNT OF \$409 FROM HOUR 14	FLAT RATE AT 12 CREDIT HRS. PREMIUM OF \$274 AT HOUR 12
GRADUATE	NO FLAT RATE / BLOCK	BLOCKED RATE FROM 12-18 CREDIT HOURS PREMIUM OF \$37 AT HOUR 12
GRADUATE PROFESSIONAL	FLAT RATE AT 12 CREDIT HRS.	BLOCKED RATE FROM 12-18 CREDIT HOURS PREMIUM OF \$37 AT HOUR 12

We propose setting a flat rate at 15 credit hours for resident undergrads, 12 credit hours for nonresident undergrads and both types of grads and eliminating the discounts and premiums

PROPOSED SIMPLIFICATION			
		RESIDENT	NON-RESIDENT
UNDERGRAD	FLAT RATE AT 15 CREDIT HRS. NO DISCOUNT	FLAT RATE AT 12 CREDIT HRS. NO DISCOUNT	
GRADUATE	FLAT RATE AT 12 CREDIT HRS.	FLAT RATE AT 12 CREDIT HRS.	

Student fees to now follow
same simplified
methodology as tuition!

To pay for our increased needs we will include a 3% base resident tuition increase and 5% nonresident tuition increase, generating \$13.3M of additional revenue

Undergraduate Tuition

	Current Tuition Rate Schedule	
	Residents	Non-Residents
1-14 hours (per hour)	\$ 275.20	\$ 974.76
12+ hours	n/a	\$ 11,970.78
15+ hours	\$ 3,444.06	n/a
Differentials	blocked at 15+	blocked at 12+

Graduate Tuition

Graduate Programs	Current Tuition Rate Schedule	
	Residents	Non-Residents
1+ hours (per hour)	\$ 336.12	\$ 1,078.54
12-18 hours	n/a	\$ 12,979.26
19+ hours (per hour)	n/a	\$ 1,078.54

Graduate Professional Programs	Current Tuition Rate Schedule	
	Residents	Non-Residents
1-11 hours (per hour)	\$ 336.12	\$ 1,078.54
12+ hours	\$ 4,069.24	n/a
12-18 hours	n/a	\$ 12,979.26
19+ hours (per hour)	n/a	\$ 1,078.54

Recommended Option- Structural Changes Only

Proposed Simplification (option 1)

Residents	Non-Residents
\$ 275.20	\$ 997.57
n/a	\$ 11,970.78
\$ 3,444.06	n/a
blocked at 15+	blocked at 12+

Option 1: Fiscal Impact

UG-NR: \$ 24,055

Proposed Simplification (option 1)

Residents	Non-Residents
\$ 339.10	\$ 1,081.61
\$ 4,069.24	\$ 12,979.26
n/a	n/a

Proposed Simplification (option 1)

Residents	Non-Residents
\$ 339.10	\$ 1,081.61
\$ 4,069.24	\$ 12,979.26
n/a	n/a
n/a	n/a

Option 1: Fiscal Impact

GR-R: \$ 32,230
 GR-PR: \$ 28,024
 GR-NR: \$ 6,091
 GR-PNR: \$ 375
Total \$ 66,720

Total UG & GR \$ 90,775

Changes and Tuition Increases (UG Resident- elimination of discount & 3% tuition; UG-NR 5% Increase; GR Resident 3% & NR 5% tuition)

Proposed Simplification (option 1)

Residents	Non-Residents
\$ 283.46	\$ 1,047.44
n/a	\$ 12,569.32
\$ 4,251.84	n/a
blocked at 15+	blocked at 12+

Option 1: Fiscal Impact

UG-R: \$ 12,025,124
 UG-NR: \$ 396,621
Total \$ 12,421,745

Proposed Simplification (option 1)

Residents	Non-Residents
\$ 349.28	\$ 1,135.69
\$ 4,191.32	\$ 13,628.22
n/a	n/a

Proposed Simplification (option 1)

Residents	Non-Residents
\$ 349.28	\$ 1,135.69
\$ 4,191.32	\$ 13,628.22
n/a	n/a
n/a	n/a

Option 1: Fiscal Impact

GR-R: \$ 456,069
 GR-PR: \$ 213,611
 GR-NR: \$ 133,405
 GR-PNR: \$ 45,539
Total \$ 848,623

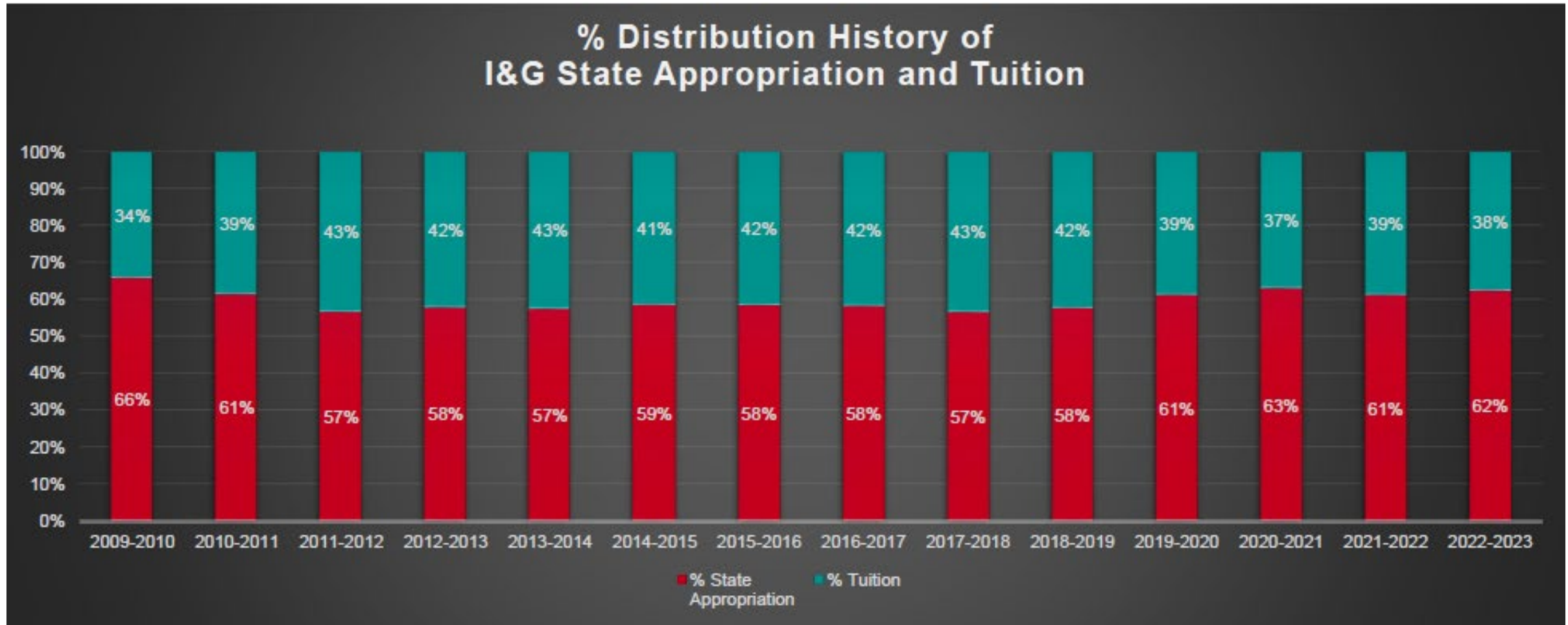
Total UG & GR \$ 13,270,368

It's important for us to consider the net price impact of a tuition and fee increase on students

Undergraduate Resident T&F- 15ch flat, plus 3% base tuition, 1% fee increase & \$35 ASUNM hc fee	% of Students	# of Students	Net T&F Out-of- Pocket Per Semester
T&F fully covered	21%	2,686	\$0
2.7% T&F increase	18%	2,348	\$99
2.8% up to 19.1% T&F increase	53%	6,760	\$1,995
19.2% T&F increase	8%	1,038	\$5,088

- Approximately 40% of students will pay less than \$100
- Approximately 50% of students will pay on average \$1,995
- Less than 10% of students have no aid and will pay the full T&F

With these assumptions, the ratio of state appropriations to tuition remains roughly the same



Category	Fiscal Year 2022 Budget	Fiscal Year 2022 Projected Actuals	Fiscal Year 2023 Scenario	FY22 % Change from Original	FY23 % Change from FY22 Proj
State Appropriations (HAFC CS)	197,843,000	199,358,735	221,281,195	0.8%	11.0%
Tuition Revenue	115,973,247	110,935,361	124,205,729	-4.3%	12.0%
Other/Net Transfers Out	(16,089,989)	(16,089,989)	(18,700,917)	0.0%	16.2%
Total I&G Revenues	297,726,258	294,204,107	326,786,008	-1.2%	11.1%
Mandatory Student Fees	25,392,526	24,939,909	25,151,875	-1.8%	0.8%
Total Revenues	323,118,784	319,144,016	351,937,883	-1.2%	10.3%
Base Allocation	294,934,739	294,934,739	294,854,223	0.0%	0.0%
Funding Requests	-	-	10,925,066	N/A	N/A
Must Fund Increases	-	-	6,343,519	N/A	N/A
Compensation (estimated)	-	1,759,584	14,663,199	N/A	N/A
Total I&G Expense	294,934,739	296,694,323	326,786,007	0.6%	10.1%
Mandatory Student Fee Allocations	25,392,526	25,392,526	25,416,858	0.0%	0.1%
Total Expense	320,327,265	322,086,849	352,202,865	0.5%	9.4%
Projected Surplus (Deficit)	2,791,519	(2,942,832)	-264,983		
I&G Surplus (Deficit)	2,791,519	(2,490,216)	0		
MSF Surplus (Deficit)	0	(452,617)	(264,983)		
Total Surplus (Deficit)	2,791,519	(2,942,832)	(264,983)		

Summary

- In this scenario we can only pay for 77.8% of our unmet strategic needs
 - Additional Revenue Generated - \$13.3M
 - Unmet Needs - \$17.1M

**We would still have \$3.8M
in unmet strategic needs**



Branch Campuses

Branch Recommendations

Compensation recommendations from the Branch Advisory Boards are voted on as part of the branch budgets in budget meetings, which will take place later this Spring.

In the past, our Boards have agreed with the Legislative Appropriations signed by the Governor as regards to compensation increases.

Following are the tuition and fees recommendations:

UNM-Los Alamos

The Advisory Board met in January and voted to recommend no increase in tuition and fees.

UNM-Valencia

The Advisory Board met February 21 and recommended no increase in tuition and fees.

We are asking you to approve the UNM-Gallup and UNM-Taos tuition and fee recommendations with the contingency of their subsequent Advisory Board approvals.

UNM-Gallup

The Advisory Board will meet today, March 22 at 4pm, and is expected to recommend no tuition and fee increase.

UNM-Taos

The Advisory Board will meet tomorrow, March 23 and will vote on the following proposal:

Tuition

- Current rates: \$78/ch resident; \$198.60/ch non-resident
- Proposed rates: \$81/ch resident (+3.85%); \$206/ch non-resident (+3.73%)

Fees

- Current rate: \$15 Student Support (block fee per student, per semester)
- Proposed rate: \$30 Student Support (block fee per student, per semester)

UNM-Taos is proposing a tuition and fee increase, the first since 2015. The tuition increase covers only a portion of the increased cost of instruction but brings the tuition closer to our cost. Likewise, the increase in fees reflects the expanded services that are newly provided to all UNM-Taos students, such as both in-person and 24-hour online tutoring, support for online learning resources available to all students regardless of class modality, and a community resource navigator who assists students locate mental and physical health services, food, housing, transportation, and other resources that students need to thrive in life and school. ~ **Chancellor Mary Gutierrez**



Health Sciences Center

Broad Health Science Priority Areas

- ❖ **Health Equity & Community Needs**

- ❖ Inclusive Excellence (IEC, CNAH, Center for Hispanic / Latino Health, etc)

- ❖ **Healthy aging across the lifespan**

- ❖ **Access & High Quality Clinical Care**

- ❖ Patient & Family Centered-Care and Experience

- ❖ **Behavioral Health**

- ❖ Center of Excellence in Addictions idea
- ❖ State, County, and City Partners

- ❖ **Public Health** (across the UNM campus & Health System and NM, including NMSU)

- ❖ **Data Science, IT, & Biostatistics (Health Sciences, Health System, and all of UNM)**

- ❖ **Recruit and Retain Faculty, Students, and Staff**

- ❖ Increase faculty salaries to 50th percentile (SOM mostly at 25th percentile)
- ❖ Expand Child Care RFP and planning

- ❖ **Health System and Health Sciences Strategic Planning Initiative – start in May 2022**

UNM Health System Issues & Priorities

COVID – Response & Recovery

- Public Health Orders / Crisis Standards of Care (expires 3/11/22)
- How We Move Forward – “Rightsizing” Clinical Operations, Lessons Learned and New Normal
 - telehealth / remote work

Patient Experience, Access, and Quality of Care

- The Patient Relations Departments - Patient Advocacy, Patient Experience, & PFACs
- Quality and Safety – Innovation: Everyone has great ideas (Lean/Shingo & Huron/Baldrige)

Our People - Workforce Engagement, Alignment, and Wellness

- System Issues / Ease of Practice & Personal Resilience, Peer Support, and Leadership Training
- Mentoring and Career Development
- About 8K staff, 350 AP employees, 1000 HSC clinical faculty, 700 Residents, & many students

Diversity, Equity, and Inclusion

- Community Partnerships & Impact
- Health Equity, Stigma, Anti-Racism, and Social Determinants of Health
- Office of Community Engagement UNMH; Inclusive Excellence Council (IEC)

UNM Health System Key Strategic Initiatives

UNM Hospital

Hospital Tower

Adult Surgical, Critical Care, EM,
& Advanced Diagnostics

Backfill Plan

Gallup Multi-Specialty Clinic

including Women's Specialty Clinic

Behavioral Health

– Crisis Triage Center & Child Psychiatric Center

Outpatient Access: Discharge Clinic, Movement
Disorder Center, Senior Health Clinic, Primary
Care, and Uptown Clinic

Telehealth Expansion



SRMC

Orthopaedic Center of Excellence – now open

Level III Trauma Certification

Behavioral Health Programs

Rio Rancho Campus Development Alignment



UNMMG

Rio Rancho Primary Care Clinic – now open

Telemedicine Expansion

Primary Care Strategic Plan and additional sites

Truman Expansion – Roswell

First Choice Community Health (FCCH) Partnerships

UNM CCC

Radiation Oncology Capital Project

Health System Expansions

Network Partnerships, Project ECHO, Office of
Community Health, & Virtual Health

UNM Health Sciences Key Academic Strategic Initiatives

School of Medicine

Buildings and Space

Orthopaedic Center of Excellence

Research Growth and Structure

Growth of GME Programs

Clinical Expansion – New Tower, Child Psychiatric Center, Primary Care



Health Sciences Integration

Career Development / Mentoring / Employee Rel.

Marketing/Communication Integration

Office of Strategic Initiatives

Project ECHO expansion

ISUBI

Health Equity Initiative



College of Nursing

CON Building & Rio Rancho Campus Sim. Center

Further Research Expansion

Development/UNM Foundation

Primary Care Strategic Plan



College of Pharmacy

Pharmacist Provided Primary Care Strategic Plan

COP Building Renovation

Research Support/Infrastructure

FQHC Partnerships

Cannabis education for healthcare professionals and public



College of Public Health

SPH Building

Executive Council for Public Health

UNM HSC Academic Enterprise

FY 2023 – Financial Assumptions

Net Margin

- Balanced budget from recurring operations
 - Strategic use of reserves
 - SOM will use reserves for recurring operations due to the compensation and ERB increases

Revenues

- HSC I&G Appropriations
- HSC RPSP House Bill 2 Appropriations
- F&A revenue increase 5% – expected growth in awards
- Tuition

Expenses

- Salary increases for HSC Faculty and Staff – 7.12% in preliminary budget
- Group Health Insurance – 3.7% increase
- Partially funded 2% employer ERB increase - \$6M shortfall
- Utilities - 3% Rate increase
- New Initiatives (delayed implementation)

UNM Health Sciences Center

FY23 HSC State Appropriations				
Institution / Program (detail listed primarily in HB2 order)	FY22 Final Recurring	FY23 HB2 Section 4		
		Total	\$ Change	% Change
UNM HEALTH SCIENCES CENTER				
UNM/HSC Medical School I&G (incl BA/MD program)	66,582,500	66,582,500	-	0%
Office of Diversity Equity and Inclusion	125,600	125,600	-	0%
ENLACE Statewide Collaborative	812,200	812,200	-	0%
Comprehensive Movement Disorders	273,500	273,500	-	0%
Free Medical School Tuition	182,400	-	(182,400)	-100%
Bioscience Authority - Includes Center of Excellence	286,900	286,900	-	0%
NMNEC	235,000	-	(235,000)	-100%
Office of Medical Investigator - Grief Services Program	202,600	202,600	-	0%
Physician Assistant Nurse Practitioner	340,800	2,000,000	1,659,200	487%
Child Abuse Evaluation Center (Legis Add)	138,600	138,600	-	0%
Undergraduate Nurse Expansion	951,600	951,600	-	0%
Graduate Nurse Practitioner Education	1,653,100	1,653,100	-	0%
Native American Health Center	240,500	240,500	-	0%
Native American Suicide Prevention	88,100	88,100	-	0%
Office of Medical Investigator	5,541,600	6,341,600	800,000	14%
Children's Psychiatric Hospital	7,479,000	7,479,000	-	0%
Carrie Tingley Hospital	5,752,600	5,752,600	-	0%
Minority Student Services (Legis Add)	166,800	166,800	-	0%
Newborn Intensive Care	3,025,400	3,025,400	-	0%
Pediatric Oncology	1,177,700	1,177,700	-	0%
Poison and Drug Information Center	1,628,700	1,628,700	-	0%
Cancer Center	5,907,900	5,907,900	-	0%
Hepatitis Community Health Outcomes (Project ECHO)	2,537,500	6,037,500	3,500,000	138%
Graduate Medical Education/residencies	1,997,200	1,997,200	-	0%
Total GF Recurring	107,327,800	112,869,600	5,541,800	5.2%

UNM Health Sciences Center

HB2 Other Non-recurring, Section 5 and Section 10	Total
College of Pop Health, HB2 Section 10 other special (through FY24 or revert)	10,000,000
PAP Registry, HB2, Section 5 special (FY22 to FY23 or revert)	500,000
OMI, operational costs, Section 5 special (FY22 to FY23 or revert)	500,000
Total HSC	\$ 11,000,000

SB48 Junior Appropriations	FY22-FY23	FY23	Total
ENLACE, Gov't training for high school students and minority student services	150,000	300,000	450,000
Office for Diversity, Equity and Inclusion BOSS Minority Student Services, Saturday			
Minority STEM program for middle school students in ABQ		100,000	100,000
HSC Student Grant Account for Rural Rotations	100,000		100,000
Movement Disorders Center operations		130,000	130,000
Native American Health Student Success		60,000	60,000
Office for Diversity, Equity and Inclusion for Community to Career	50,000	50,000	100,000
OMI Grief Services		100,000	100,000
Total HSC	\$ 300,000	\$ 740,000	\$ 1,040,000

Capital Outlay - HB153 GO Bond, SB212 STB and HB2 Section 5	Total
Children's Psychiatric Center (GOB)	36,000,000
Children's Psychiatric Center (STB)	4,000,000
Nursing and Public Health Excellence Building, HB2, Section 5 (FY22 to FY23 or revert)	2,500,000
Total HSC	\$ 42,500,000

UNM's SPH Six Deliverables to Impact NM Public Health

❖ **Deliverable #1 : Increase the number of students**

- ❖ More than double number of public health students to increase public health workforce for the private, non-profit, and public sectors.

❖ **Deliverable #2: Increase the number of faculty**

- ❖ Increase from 13 to at least 24 to enhance quality education, research, and capacity for effective public health interventions statewide.

❖ **Deliverable #3: Increase non-state research dollars**

- ❖ Double our total research dollar amount – increases research focused on New Mexico public health challenges and create jobs statewide.

❖ **Deliverable #4: Create a Public Health Education Network Statewide**

- ❖ In partnership with NMSU and other higher education institutions, inventory public health educators to identify gaps and provide access to the School of Public Health faculty to support programs and students at other institutions, including expanding our pipeline programs.

❖ **Deliverable #5: Expand Statewide Community Health Assessments**

- ❖ Partner with local Health Councils, County Public Health Offices, and community stakeholders to identify community needs.

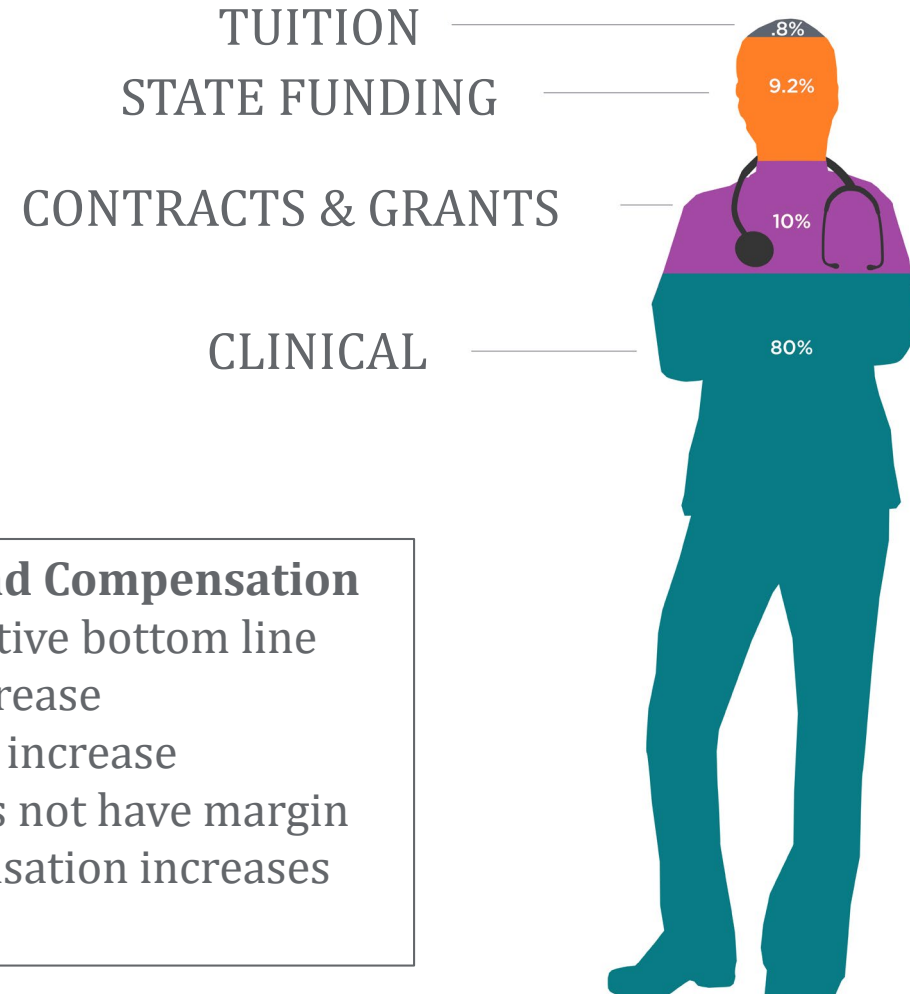
❖ **Deliverable #6: Lead two major public health intervention initiatives**

- ❖ Pilot two initiatives: (1) Implement the CDC's Diabetes Prevention Program to reduce diabetes and obesity statewide, (2) Implement a few evidence-based addiction prevention best practices to reduce high-risk individuals substance misuse.

HSC Tuition Assumptions

- HSC Undergraduate Tuition
 - Tuition Simplification (Un-discount the block)
 - HSC tuition revenue generated \$513,100
 - 1% Base increase resident, 3% non-resident
- HSC Graduate Tuition – 1% Base increase resident, 3% non-resident
- Mandatory Student Fee increase 1%
- HSC Tuition Differentials - No Change

UNM School of Medicine Average Faculty (Physicians) Compensation by source



Clinical challenges to Fund Compensation

- UNMH has current negative bottom line
- No room for Volume increase
- No opportunity for Rate increase
- In-patient platform does not have margin to assist in SOM compensation increases

UNM HSC Academic Enterprise

FY 2023 Faculty & Staff 7.12% Salary Increase plus Fringe

All HSC Unrestricted	College of Nursing 7.12% w Fringe	College of Pharmacy 7.12% w Fringe	College of Population Health 7.12% w Fringe	HSC VP Research and HSLIC 7.12% w Fringe	School of Medicine - Staff 7.12% w Fringe	School of Medicine - Faculty 7.12% w Fringe	VP HSC Administration 7.12% w Fringe	Total HSC 7.12% w Fringe
Grouping								
Faculty	609,553	363,399	140,044	149,750		17,225,375	800,874	19,288,995
Staff	259,520	256,079	59,801	339,141	5,688,695		1,752,057	8,355,293
Grand Total	869,073	619,478	199,845	488,891	5,688,695	17,225,375	2,552,931	27,644,289
Estimated State comp w fringe	535,253	516,085	173,439	89,977	4,504,633		1,254,383	7,073,770
Shortfall – recurring cost	(333,820)	(103,393)	(26,406)	(398,914)	(1,184,062)	(17,225,375)	(1,298,548)	(20,570,519)

- Non SOM units will be able to fund shortfall
- SOM Compensation shortfall plan is being developed
- Compensation is **87%** of HSC Academic Enterprise expenses

UNM HSC Academic Enterprise

FY 2023 ERB Increase

2% HSC ERB Increase	\$7,703,475
FY23 Estimated State ERB Funding	<u>1,053,512</u>
HSC ERB Shortfall	\$(6,649,963)

UNM Hospitals

FY 2023 – Financial Assumptions

Revenues

- Inpatient access
 - Inpatient volumes should normalize to FY21 post-OMICRON surge and crisis standards of care
 - Discharges to remain consistent with historical length of stay
 - Case Mix Index to remain flat
- Ambulatory access
 - Programs are being developed to identify preventable avoidable admissions,
 - expansion of home care offering
 - comprehensive navigation services
 - Primary Care clinics are expected to remain flat relative to revised FY22 projections
 - Specialty Care Clinics expected increase 2%
- Surgeries are also expected to remain flat to revised FY22 projections

UNM Hospitals

FY 2023 – Financial Assumptions

Expenses

- Compensation and Benefits
 - FTEs in alignment with volume changes
 - Health Insurance increases in line with prior year
 - Reductions in Contract Labor in FY23 as volumes align to normal operating levels
- Housestaff
 - Expansion of programs and residents in psychiatry, infectious disease, surgery, epilepsy, hospice/palliative, neurology and cardiology
- Supplies: 2-4% inflation for supplies & pharmaceuticals
- Equipment
 - Ongoing renovations & repairs of existing facilities

UNM Medical Group

FY 2023 – Financial Assumptions

Revenues

- Continued growth and recovery from pandemic-related volume decreases and fluctuations
 - WRVUS – 4.1% above FY22 forecast
 - Billed visits growth of 4%
 - Medical Group clinics will show a continued growth year-over-year in patient visits and net revenues
 - Collections – 5.2% increase over FY22 forecast
- Increase in managed care UPL to include \$7M in funds for Anesthesiology. Offsets a decrease in BCBS contract rates specific to Anesthesiology.
 - Average Commercial Rate (ACR) changed from 96% to 117% with the addition of Anesthesiology

Expenses

- FY23 expenses expected to return to original FY22 budget levels as employee vacancy rates decrease and there is increased activity supporting the Health System.
- Work From Home will continue to keep non-staffing expenses low for both supplies and lease rates while meeting employee needs.

Sandoval Regional Medical Center

FY 2023 – Financial Assumptions

Revenue

- Inpatient access and throughput
 - Inpatient volumes to decline with the OMICRON surge and crisis standards of care winding down prior to the beginning of the fiscal year
 - Discharges to remain consistent with historical length of stay
 - Case Mix Index to remain flat
 - Medicaid IP rate increase
- Ambulatory access and throughput
 - Increased volume in Ortho COE
 - Decreased volume in Family Practice (2 providers have left and multiple other providers have reduced time)
 - Slight increase in surgical volumes for Orthopedics

Expenses

- Compensation adjustments – Full Year Impact
- Benefits flat
- Decrease in contract labor usage
- Supplies and Pharmaceuticals CPI increase 3-4%
- Ortho COE full year impact



Recommendations

Summary of Recommendations for Approval Central Campus and HSC

- We are recommending that the Board of Regents approve the following:
 - 7.12% compensation plan (3% in Q4 FY22, 4% in FY23)
 - 1% increase in mandatory student fees (recommended by the SFRB)
 - \$15 increase in the ASUNM fee
 - Approved by the student body in a constitutional referendum held 03/09/2022
 - Tuition simplification for Central Campus and HSC (remove discount)
 - Central Campus:
 - Increase in undergraduate resident tuition by 3%, with a flat rate at 15 credit hours
 - Increase in graduate resident tuition by 3%, with a flat rate at 12 credit hours
 - Increase in non-resident tuition (undergrad and graduate) by 5%, with a flat rate at 12 credit hours
 - HSC:
 - 1% base increase undergraduate and graduate resident tuition
 - 3% increase in non-resident base tuition
 - No change in HSC tuition differentials



Summary of Recommendations for Approval Branches

- UNM-Los Alamos:
No change in tuition and fees
- UNM-Valencia:
No change in tuition and fees
- UNM-Gallup:
No tuition and fee increase contingent upon Advisory Board approval
- UNM-Taos
Contingent upon Advisory Board approval:
Tuition
Current rates: \$78/ch resident; \$198.60/ch non-resident
Proposed rates: \$81/ch resident (+3.85%); \$206/ch non-resident (+3.73%)
Fees
Current rate: \$15 Student Support (block fee per student, per semester)
Proposed rate: \$30 Student Support (block fee per student, per semester)



Approval of Consent Docket

Action items on Regent's Committee agendas may be moved to the Board of Regents' consent docket; items on the consent docket received unanimous approval in committee; per Regents' Policy 1.2, *"Any member of the Board of Regents shall have the right upon request to remove any item from the Board's consent agenda and place the item on the Board's regular agenda for discussion."*

1. [SSTAR]* Form C: Health Information Technology-AAS Degree (GA). C-1
2. [SSTAR] Form C: Pre-Health Scholars Certificate (HSC) (New)..... C-2
3. [SSTAR] Form D: Cert Technical & Professional Communication Graduate C-3
4. [F&F]* Project Construction Approvals: C-4
 - Silver Family Geology Museum Renovation
 - Northrup Hall Radiogenic Isotopes Lab HVAC
 - UNM-Taos Harwood Museum HVAC Improvement
 - Biomedical Research Facility BLS-2 Lab Airflow Modifications
5. [F&F] Approval of Lease: UNM Early Childhood Services Center, 4400 Alameda NE, Suites A & B, Albuquerque, NM 87113 C-5
6. [F&F] Approval of Appointments of Representatives from the Lobo Development Corporation to the South Campus Tax Increment Development District (TIDD) Board C-6

* [SSTAR] Student Success, Teaching, and Research Committee; [F&F] Finance & Facilities Committee



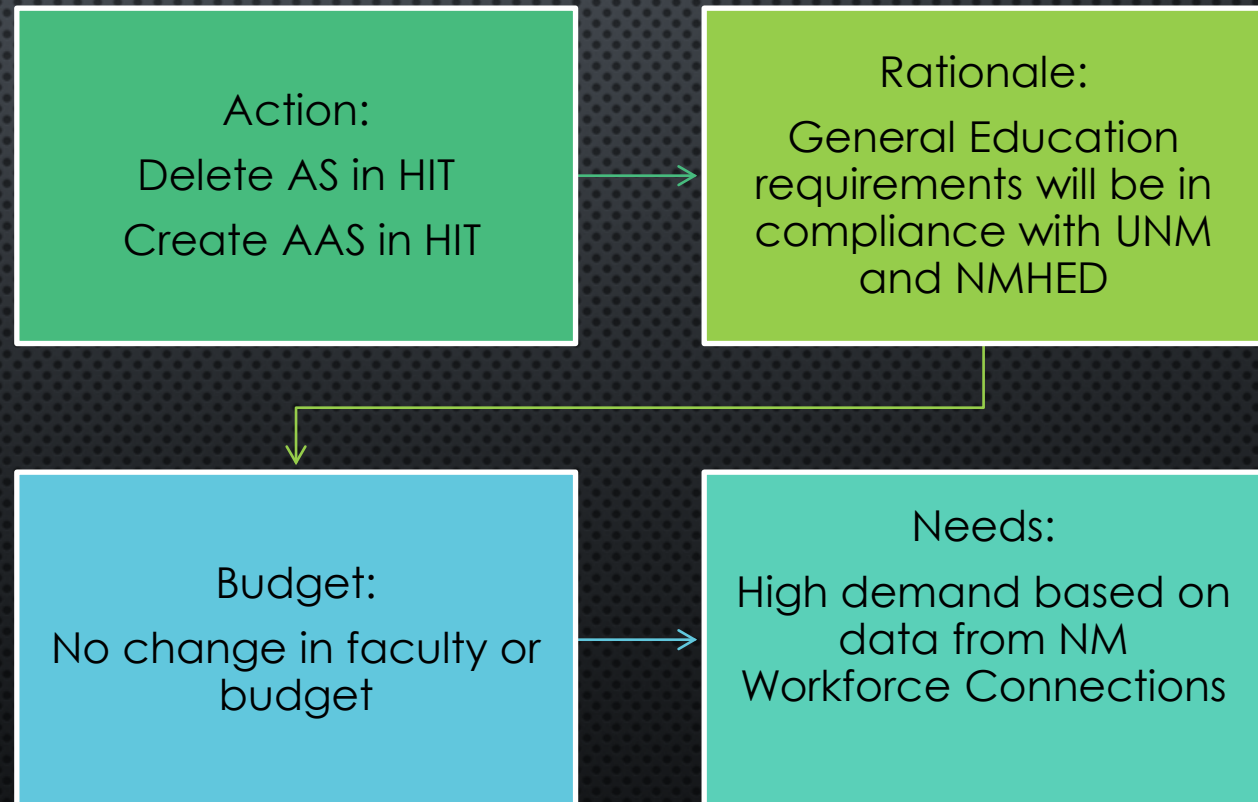
HIT

Health Information Technology

UNMG - AAS IN HEALTH INFORMATION TECHNOLOGY



Dr. Sabrina Ezzell , UNMG
Chair-Education, Health and Human Services



THANK

YOU



**DEGREE/PROGRAM CHANGE
FORM C
Form Number: C2825**

Fields marked with * are required

Name of Initiator: Sabrina Ezzell	Faculty Contact Sabrina Ezzell	Department EHHS
Initiator's Title EHHS Chair	Administrative Contact Sabrina Ezzell	Branch Gallup
Email: sezzell@unm.edu	Admin Email sezzell@unm.edu	Date: 01-26-2021
Phone Number: 505 863-7570	Admin Phone 5058637570	

Associated Forms exist? No ▼

Proposed effective term

Semester Fall ▼ Year 2021 ▼

Course Information

Select Appropriate Program Undergraduate Degree Program ▼

Name of New or Existing Program Health Information Technology

Select Category Degree ▼ Degree Type AAS

Select Action New ▼

Exact Title and Requirements as they should appear in the catalog. If there is a change, upload current and proposed requirements.

See current catalog for format within the respective college (upload a doc/pdf file)

[AS.AAS Side by Side Comparison HIT Final.docx](#)

☐ **Does this change affect other departmental program/branch campuses? If yes, indicate below.**

Reason(s) for Request (enter text below or upload a doc/pdf file)

The degree change from an AS to an AAS will get the program into compliance with general education credits. Please see justification document. The provost's approval included the addition of HIT core courses. However, we chose to move forward with changing the general education credits first. Once the AAS is approved we will begin the approval process of adding additional HIT core courses. **REG OFF: see comments from HED**

Upload a document that includes justification for the program, impact on long-range planning, detailed budget analysis and faculty workload implications. (upload a doc/pdf file)

[HIT AAS Justification.Needs Analysis.Articulation.docx](#)

☒ **Are you proposing a new undergraduate degree or new undergraduate certificate? If yes, upload the following documents.**


Upload a two-page Executive Summary authorized by Associate Provost. (upload a doc/pdf file)

[HIT New Program Preliminary Review 1.29.20.docx](#)

Upload memo from Associate Provost authorizing go-ahead to full proposal. (upload a doc/pdf file)

[HIT AS to AAS Provost Approval.pdf](#)



From: Dr. Pamela Cheek, Associate Provost for Student Success 
To: Dr. Sabrina Ezzell, UNM-Gallup
Re: Associate of Applied Science in Health Information Technology
Date: October 26, 2020

I am writing on behalf of the UNM Office of the Provost and EVP for Academic Affairs in support of removing the Associate's of Science in Health Information Technology and creating the Associate's of Applied Science in Health Information Technology at UNM-Gallup. The transformation of the existing program makes sense with respect to training needed by health information technology professionals. The number of specialized credit hours required may be in excess of what is needed by graduates seeking employment, but the required courses represent valuable training.

Thank you for your work creating this proposal.

UNMG HIT Degree Change from an Associate of Science to an Associate of Applied Science**

Justification:

To be in compliance with the NMHED general education core requirements, the UNMG HIT Program will change from an Associate of Science (AS) to an Associate of Applied Science degree (AAS). If the HIT program keeps the existing AS degree and makes the necessary changes to meet the new general education requirements, the program credit hours would increase to at least 80 credit hours. Bringing the general education requirements into compliance with an AAS will bring the total credits for the program down from 71 to 67.

Needs Analysis:

A change in degree from the existing AS to the new AAS degree will have no financial impact.

Articulation:

The AAS in HIT would be a terminal degree. With the current CAHIIM accreditation, graduates are eligible to sit for the Registered Health Information Technology (RHIT) exam. The RHIT credential ensures local, statewide and national employment opportunities for our graduates. The proposal for the AAS in HIT plan of study has also been approved by the Provost's office at main campus.

Date: January 29, 2019

To: The Office of the Provost

From: Roseanna McGinn MBA-HCA, RHIT, Program Director, UNM-Gallup

Re: New Program Preliminary Review

1. Program Description

The UNMG Health Information Technology program has a successful history at the branch campus. It helps the college meet its mission by preparing students to meet their educational and professional goals of becoming a coder or a registered health information technologist. In an effort to meet the new NMHED general education requirements, the UNMG Health Information Technology program will change its current Associate of Science to an Associate of Applied Science degree. Changing to the AAS will help the program keep the overall credit hours low, while meeting the curricular requirements of UNM, the requirements of the Council on Accreditation of Health Information Management (CAHIIM), pre-qualifications of the American Health Information Management Association (AHIMA) and the NMHED. If approved, the degree change could go into effect in the fall of 2020.

The UNMG HIT associate degree program is accredited by CAHIIM, the Commission on Accreditation for Health Informatics and Information Management. As a result of CAHIIM accreditation, graduates are eligible to sit for the Registered Health Information Technology (RHIT) exam. The RHIT credential ensures local, statewide and national employment opportunities for our graduates.

2. Student Characteristics

Student enrollment in the Health Information Technology program would not change. We have a minority-majority student population made up of primarily Native American students. Our HIT program graduates have a documented employment rate with a majority of students staying in the community and surrounding areas to work after graduation. To address retention, Health Information Technology students receive academic support from the Director of Health Information Technology, HIT faculty, and other supporting programs such as TRIO.

3. Curriculum Plan

The general education requirements will be reduced and the HIT specific courses will be increased by three new courses. The new courses are necessary to meet the national accreditator's (CAHIIM) 2018 curriculum requirements. The additional courses will address new areas included on the future RHIT exam. The total program credit hours will increase from 71 to 74 credits. The end-of-program student learning outcomes, instructional methods, methods of assessment, and location of the program will remain unchanged. There will be no new space requirements.

4. Human Resource Plan

There are currently 2 full-time faculty positions in the HIT program and there will be no increase in positions as a result of the curriculum change.

5. Accreditation Plan

The UNMG HIT program is fully accredited by CAHIIM with a renewal site visit scheduled during the 2020-2021 academic year. Once the new AAS curriculum is approved, the new curriculum will be submitted to CAHIIM for their records.

6. Projected Enrollment and Costs

Enrollment in the HIT program will remain unchanged. A new testing fee of \$60.00 will be added to the HCHT 233 Professional Practice Experience to cover a mock RHIT exam to help prepare the students for the actual test.

7. Additional Information

ACCREDITATION STATEMENT: The accrediting agency for the University of New Mexico-Gallup Health Information Technology Associate Program is the Commission on Accreditation for Health Informatics and Information Management (CAHIIM). The university's accreditation for the Associate Degree in Health Information Technology is current with the next review cycle scheduled for academic year 2020-2021. All inquiries concerning the program's accreditation status should be directed (1) by mail to CAHIIM, 233 N. Michigan Avenue, 21st Floor, Chicago, IL, 60601 or (2) by phone at 312-233-1134 or (3) by e-mail at info@cahiim.org.

8. Attachments

Side-by-side comparison of existing AS curriculum and new AAS curriculum

Thank you,
Roseanna McGinn, MBA-HCA, RHIT
UNMG HIT Director

**UNM-Gallup Health Information Technology Program
SIDE-BY-SIDE AS vs AAS CURRICULUM COMPARISON**

	ASSOCIATE OF SCIENCE IN Health Information Technology	CR HR	ASSOCIATE OF APPLIED SCIENCE IN Health Information Technology	CR HR
PREREQS	<u>Writing and Speaking (6)</u>	6	Fixed General Education (12 credits minimum)	
	ENGL 1110 Composition I		<u>Communication (3)</u>	3
	ENGL 1120 Composition II OR		UNM General Ed Requirements	
	COMM 2120 Interpersonal Communication		<u>Mathematics and Statistics (3)</u>	3
	<u>Arts and Design/ Humanities (3)</u>	3	UNM General Ed Requirements	
	Refer to General Ed Curriculum		<u>Physical and Natural Sciences (4)</u>	4
	<u>Social and Behavioral Science (6)</u>	6	UNM General Ed Requirements	
	Refer to General Ed Curriculum		<u>Social and Behavioral Sciences (3)</u>	3
	<u>Mathematics (3)</u>	3	UNM General Ed Requirements	
	MATH 1350 Intro to Statistics OR		Flexible General Education (3 credits minimum)	
	MATH 1220 College Algebra		<u>Communication (3)</u>	3
	<u>Physical and Natural Science (4)</u>	4	UNM General Ed Requirements	
	BIOL 1140/1140L OR			
	BIOL 1310/1310L OR			
	BIOL 2210/2210L OR			
	HCHS 113		Total	16
	<u>Health Sciences (6)</u>	6	Health Sciences	
	HCHS 111 Medical Terminology		HCHS 111 Medical Terminology	3
	HCHS 115 Pharmacology for Health Occupations		HCHS 113 Basic Body Structure & Function	4
	<u>Business Technology (3)</u>	3	HCHS 115 Pharmacology for Health Occupations	3
	BCIS 1110 Intro to Information Systems			
	<u>Physical Education (2)</u>	2	Business Technology	
	Choose from any PE course		BCIS 1110 Fundamentals of Information Literacy	3
	Total	33		
			Total	13
			Total	29

Health Information Technology Core	HCHT 121 Health Information Tech I	4	HCHT 121 Health Information Tech I	4
	HCHT 211 Basic ICD/CPT Coding	4	HCHT 211 Basic ICD/CPT Coding	4
	HCHT 213 Principles of Disease	4	HCHT 213 Principles of Disease	4
	HCHT 215 Advanced Outpatient Coding	2	HCHT 215 Advanced Outpatient Coding	2
	HCHT219 Advanced Inpatient Coding	3	HCHT219 Advanced Inpatient Coding	3
	HCHT 221 Medical-Legal/QM	4	HCHT 221 Medical-Legal/QM	4
	HCHT 222 Health Information Tech II	4	HCHT 222 Health Information Tech II	4
	HCHT 231 Computer Applic/Statistics	4	HCHT 231 Computer Applic/Statistics	4
	HCHT 232 Reimbursement Methodologies	3	HCHT 232 Reimbursement Methodologies	3
	HCHT 233 Professional Practice Exper.	6	HCHT 233 Professional Practice Exper.	6
	Total	38		38
CREDIT HRS	TOTAL	71	TOTAL	67

GREEN DENOTES HIT COURSES, ORANGE DENOTES CURRENT AS PREREQUISITES/GENERAL EDUCATION, BLUE DENOTES PROPOSED AAS PREREQUISITES/GENERAL EDUCATION

HSC Pre-Health Scholars Certificate Rationale

Need:

- Professional health programs are utilizing holistic reviews in admissions
- Programs seeking candidates strong in humanities and STEM
- Curricula designed to address areas of weakness in candidates as identified by HSC professional health programs

HSC Pre-Health Scholars Certificate

Program Description:

- Curricular foci (15 credit hours):
 - Culture, psychology, learning theories, and learning styles
 - Skill development in critical thinking, communication, patient communication, and writing

Potential Students:

- Advanced Pre-health undergraduates
- Post-baccalaureate students – unsuccessful candidates and degree/career changers

HSC Pre-Health Scholars Certificate

Workforce Outcomes:

- Increased competitive applications to professional health programs
- increased tools for successful completion of professional health programs
- Improved cultural humility and communication skills among health professional graduates

Budget

Fiscal Year	Number of Students	Total net Tuition and Fees Revenue	Total Expenses	Net Margin
FY24	13	\$42,854	\$41,331	\$1,523
FY25	20	\$65,931	\$42,360	\$23,571
FY26	30	\$98,902	\$43,830	\$55,071

Program will utilize TPT faculty and revenue is anticipated to offset faculty expenses

**DEGREE/PROGRAM CHANGE
FORM C
Form Number: C2814**

Fields marked with * are required

Name of Initiator: Laura Burton	Faculty Contact Amy Levi	Department HSC
Initiator's Title Assoc Dir,Business Operations: Facilities	Administrative Contact Laura Burton	Branch Rio Rancho
Email: tanimara@unm.edu	Admin Email LauraBurton@salud.unm.edu	Date: 11-09-2020
Phone Number: 505 994-5064	Admin Phone 505994-5064	

Associated Forms exist? Yes

Proposed effective term

Semester Year

Course Information

Select Appropriate Program

Name of New or Existing Program

Select Category Degree Type

Select Action

Exact Title and Requirements as they should appear in the catalog. If there is a change, upload current and proposed requirements.

See current catalog for format within the respective college (upload a doc/pdf file)

[PreHealth Title and Requirements.docx](#)

☐ **Does this change affect other departmental program/branch campuses? If yes, indicate below.**

Reason(s) for Request (enter text below or upload a doc/pdf file)

Upload a document that includes justification for the program, impact on long-range planning, detailed budget analysis and faculty workload implications. (upload a doc/pdf file)

[PreHealth Certificate Justification and budget analysis.docx](#)

☒ **Are you proposing a new undergraduate degree or new undergraduate certificate? If yes, upload the following documents.**

Upload a two-page Executive Summary authorized by Associate Provost. (upload a doc/pdf file)

[2pg Prehealth residency Certificate Executive Summary Rev.11.23.21.docx](#)

Upload memo from Associate Provost authorizing go-ahead to full proposal. (upload a doc/pdf file)

[Signed Form C letter PreHealth.docx](#)

September 24, 2021

Stephanie Rodriguez
Acting Secretary of Higher Education
New Mexico Higher Education Department
2048 Galisteo Street
Santa Fe, New Mexico 87505-2100

Dear Secretary,

In accordance with the regulations governing HED's review process for new undergraduate programs, I am writing to let you know of the University of New Mexico's intention to submit a proposal for a 15-credit hour, Pre-Health Scholars Certificate program.

The new certificate proposal is in the process of seeking approval through the university's internal curricular process. It will be submitted to the UNM Health Sciences senior leadership for review next week. It is anticipated that the proposal will be forwarded to the UNM Faculty Senate Curriculum Committee and the full Faculty Senate during the 2021-2022 academic year, with the final university approval by the UNM Board of Regents and submission to the HED following shortly thereafter. Dr. Amy Levi, HSC Vice President of Academic Affairs, will represent the program and the university at the various stages of review at the state level.

Please feel free to contact me if you have any questions regarding this notification.

Sincerely,

A handwritten signature in black ink that reads 'Amy Levi, PhD, UNM'. The signature is written in a cursive, flowing style.

Amy Levi
HSC, Vice President of Academic Affairs

cc: James Holloway, Provost and Executive Vice President for Academic Affairs
Michael Richards, Interim Dean, School of Medicine
Joe Suilmann, University Accreditation Director



Pre-Health Scholars Certificate Executive Summary

The 5-course, 15-credit hour transcribed Pre-Health Scholars Certificate program offers undergraduate and post-baccalaureate students a rigorous and challenging social science-focused opportunity to strengthen their applications to professional programs and gain a foundation for their healthcare studies and future careers. Professional health programs increasingly recognize the importance of social science and humanities knowledge and skills in healthcare education and practice. As a result, most professional health programs have adopted a holistic application approach. Programs are seeking students who are not only good in science but also in understanding and interacting with people – the type of people who we would want as our personal health professionals.

Pre-Health Scholars Certificate students will gain an appreciation and enhanced understanding of the interplay among social, cultural, and psychological factors with health behaviors and outcomes, while building and practicing skills for effective and inclusive healthcare delivery. Through highly interactive, discussion-based, rigorous curricula that incorporates thought-provoking engagement and mindful learning through demanding discussion, activities, application exercises, and field trips, students will be challenged to think deeply and analyze factors influencing healthcare.

This unique certificate lays the groundwork for professional studies and health careers with courses on meanings and cultural understanding, communication, motivational interviewing, critical thinking, and psychology. The observational learning course will provide learning through shadowing and community engagement in field trips. The community field trips will allow students to hear the stories of community members and healthcare workers while being immersed within a community context. Throughout the certificate program, students will hear professional testimonials regarding personal experiences of social and academic adversity stressing the common and temporary nature of these feelings. Research indicates these testimonials can have long-term positive outcomes academically and professionally.

Admissions: Target population includes: undergraduates, post-baccalaureates who are returning to complete pre-requisites for health programs, and post-baccalaureates who were unsuccessful candidates to professional health programs. The rigor of these courses is designed to assist students' transition into graduate-level thinking.

All courses will take place at Health Sciences Rio Rancho Campus. These courses can serve as elective credits within degree pathways for undergraduates.

An application to include an academic letter of support is required for the certificate program. The certificate program will have rolling admission. Courses must be taken in sequence.

Courses

Meanings and Culture in Health and Illness HSCI400 – 3 credit hours (Fall). The course will explore the role culture and meanings play in the conceptualization, experience, and treatment of health and illness, as well as healthcare interactions and outcomes. Additionally, students will expand their understanding, respect, skill, and humility in approaching individuals with different cultural frameworks from their own while reflecting deeply about their own beliefs and frameworks.

Integrating Psychology and Medicine HSCI401 – 3 credit hours (Fall). The importance of integrating psychology into healthcare delivery will be explored. After a brief review of foundational psychology theories, students will explore how behavioral health impacts medical conditions and outcomes. Students will grapple with difficult patient interaction scenarios, such as, delivering bad news, discussing common medical and mental health issues, managing personal emotions in challenging interactions, and handling the larger social and emotional responses of a patient's family. Students will gain a deeper awareness of their own emotional responses and how these influence care delivery, as well as, strategies in dealing with difficult emotions of others. The

development of personal self-wellness plans will assist students in managing the stress and trials of professional school and careers.

Critical Thinking, Learning, and Problem Solving for Health Professions HSCI402 – 3 credit hours (Fall). Critical thinking and problem solving are critical to the successful completion of rigorous professional health programs and effective healthcare delivery. Students will receive explicit instruction on critical thinking and problem solving with a focus on group practice and practical application in critical and integrative thinking through the use of a variety of scenarios and case studies. In addition to critical thinking, students will explore mindful and meaning learning, including reflectively analyzing their own learning styles.

Communication in Action for Health Professions HSCI403 – 3 credit hours (Spring). Pre-requisites: HSCI400 and HSCI401. The importance of communication skill is widely accepted, especially in healthcare. This rigorous course is heavily weighted on skill development with a focus on engaged, respectful, and meaningful communication. Content will include engaged listening, narrative, use of metaphors, and facework. The praxis of communication will focus on narrative medicine, motivational interviewing, writing, and interview skills.

Pre-Health Observational Learning HSCI404 – 3 credit hours (Spring). Pre-requisites: HSCI400, HSCI401, HSCI402. This course is limited to those accepted into the certificate program. Observational learning provides opportunities for students to engage their whole being within a context in a way that can facilitate deep lifelong learning. This course is designed to help students make deep connections between social determinants of health, culture, and health professions with real world contexts in both cognitive and affective ways. The two components of this course are shadowing and community engagement. This course will also include guest speakers, panels, and in-class discussions and reflection.

- Shadowing. Although shadowing is an application requirement for many professional programs, many students struggle to find and secure placements, which can exacerbate inequities. Certificate students will receive assistance in securing shadowing placements. However, specific specialties are not guaranteed. Prompts and direction will be given to students to focus their observations, reflections, and discussions.
- Community Engagement. Field trips and guest speakers provide first-person experiences highlighting social determinants of health, health disparities, and cultural differences from real world contexts in New Mexico. Engagement with a range of communities provides the opportunity to overcome current and future overgeneralizations and stereotypes that hinder quality health outcomes. Students will not only learn about the challenges and obstacles faced by community members but also the strengths and assets of the communities and cultures.

Mental Health First Aid – 8 hour training. Mental Health First Aid is a course that teaches you how to identify, understand and respond to signs of mental illnesses and substance use disorders. The training gives you the skills you need to reach out and provide initial help and support to someone who may be developing a mental health or substance use problem or experiencing a crisis.

Pre-Requisites

Students must have Junior Standing (60 credit hours) with a cumulative 3.0 GPA or higher, which must include at least: General Chemistry – 2 semesters; Biology – 2 semesters; English – 2 semesters; Intro to Psychology PSY1110; and Intro to Statistics Math1350 or Psych2510. Exceptions can occasionally be made by petition to the Director for special approval

Certificate Award

All five courses and the Mental Health First Aid training must be completed with a 3.0 GPA or higher to earn the certificate. The certificate and the individual courses will be listed on student transcripts.

Pre-Health Scholars Certificate

Justification for the course

Pre-Health Scholars Certificate: Professional health programs increasingly recognize the importance of social science and humanities knowledge and skills in healthcare education and practice. As a result, most professional health programs have adopted a holistic application approach. Programs are seeking students who are not only good in science but also in understanding and interacting with people – the type of people who we would want as our personal health professionals

Pre-Health Scholars Certificate students will gain an appreciation and enhanced understanding of the interplay among social, cultural, and psychological factors with health behaviors and outcomes, while building and practicing skills for effective and inclusive healthcare delivery. This rigorous, unique 5-course certificate will strengthen students' applications through laying the groundwork for professional studies and health careers with courses on meanings and cultural understanding, communication, motivational interviewing, critical thinking, and psychology. The observational learning course will provide learning through shadowing and community engagement in field trips.

Impact on long-range planning

This 5-course pre-health certificate was developed with the intention of producing revenue for the UNM Health Sciences Rio Rancho Campus. The success of this program will not only support the professional health programs in HSC by improving the humanities knowledge and skill of applicants, it will also help support the expenses of the Health Sciences Rio Rancho Campus.

Detailed budget analysis

The Health Sciences Budget Offices assisted in the analysis and development of the program budget. The goal of the program is to enroll a minimum of 20 to 25 students per course offering. The pilot budget incorporates temporary part-time instructors. The program needs at least 13 students to break even, and with 20 students enrolled, the program will generate a projected net margin of almost \$24,000.

With 25 students, the program will generate a projected net margin of over \$39,000.

Enrollment	13	20	25
Revenues			
Tuition and Fee Revenue	47,334	72,821	91,026
Institutional support/Educational Initiatives	(4,480)	(6,890)	(8,610)
Net Revenues	\$42,854	\$65,931	\$82,416
Expenses			
Instructor	32,150	32,150	32,150
Administrative Support	6,270	6,270	6,270
Course supplies and other costs	2,911	3,940	4,675
Total Expenses	\$41,331	\$42,360	\$43,095
Projected Net Margin	\$1,523	\$23,571	\$39,321

Faculty workload implications

There are no faculty workload implications because this program will utilize temporary part-time instructors.

Pre-Health Scholars Certificate

- HSC Undergraduate Certificate
- A 5-course, 15-credit transcribed Certificate for pre-health students
- All courses will take place at the Health Sciences Rio Rancho Campus

The HSC Pre-Health Scholars Certificate program offers undergraduate and post-baccalaureate students a rigorous and challenging social science-focused opportunity to strengthen their applications to professional programs and gain a foundation for their healthcare studies and future careers. Professional health programs increasingly recognize the importance of social science and humanities knowledge and skills in healthcare education and practice. As a result, most professional health programs have adopted a holistic application approach. Programs are seeking students who are not only good in science but also in understanding and interacting with people – the type of people who we would want as our personal health professionals.

Pre-Health Scholars Certificate students will gain an appreciation and enhanced understanding of the interplay among social, cultural, and psychological factors with health behaviors and outcomes, while building and practicing skills for effective and inclusive healthcare delivery. Through highly interactive, discussion-based, rigorous curricula that incorporate thought-provoking engagement and mindful learning through demanding discussion, activities, application exercises, and field trips, students will be challenged to think deeply and analyze factors influencing healthcare.

UNM Health Sciences Supported

The courses were designed based on input from the UNM Health programs including School of Medicine, Physical Therapy, College of Pharmacy, Center for Native American Health, School of Medicine's BA/MD program, and University College Pre-Health Professions. The Pre-Health Scholars Certificate program was approved by senior leadership of UNM Health Sciences.

Admissions Information

Target Audience. Target population includes: undergraduates, post-baccalaureates who are returning to complete pre-requisites for health programs, and post-baccalaureates who were unsuccessful candidates to professional health programs. The rigor of these courses is designed to assist students' transition into graduate-level thinking.

Prerequisites. Students must have Junior Standing (60 credit hours) with a cumulative 3.0 GPA or higher, which must include at least:

- General Chemistry – 2 semesters
- Biology – 2 semesters
- English – 2 semesters
- Intro to Psychology PSY1110
- Intro to Statistics Math1350 or Psych2510

Exceptions can occasionally be made by petition to the Director for special approval.

The five courses in the certificate program can serve as elective credits within degree pathways for undergraduates. Students will apply for the certificate program and upon successful completion, the

courses and the certificate will be listed on their transcripts. All five courses must be completed with a 3.0 or better to successfully earn the certificate.

The certificate program will have rolling enrollment. The application will include pre-requisite courses and a professional letter of support. Any student may enroll in individual classes if space is available, except the observational learning course. However, they will not receive the certificate without applying for and completing the entire certificate program with required grades. As a certificate program, financial aid and student loans will be available to students, including post-baccalaureate.

Program Curriculum

The courses comprising the Pre-Health Scholars Certificate do not duplicate existing courses at UNM.

This unique certificate lays the groundwork for professional studies and health careers with courses on meanings and cultural understanding, communication, motivational interviewing, critical thinking, and psychology. The observational learning course will provide learning through shadowing and community engagement in field trips. The community field trips will allow students to hear the stories of community members and healthcare workers while being immersed within a community context. Throughout the certificate program, students will hear professional testimonials regarding personal experiences of social and academic adversity stressing the common and temporary nature of these feelings. Research indicates these testimonials can have long-term positive outcomes academically and professionally.

The five courses of the certificate:

- Meanings and Culture in Health and Illness HSCI400
- Integrating Psychology and Medicine HSCI401
- Critical Thinking, Learning, and Problem Solving for Health Professions
- Communication in Action for Health Professions
- Pre-Health Observational Learning

In addition, students will be required to complete an 8-hour Mental Health First Aid training.

Technical and Professional Communication Graduate Certificate Proposal, English Department Form D

Julianne Newmark, Ph.D.
newmark@unm.edu



Rationale for the Program

- The TPC 15-credit graduate certificate aims to provide students with a microcredential -- either sought as a standalone certificate or attached to an existing graduate degree -- that will boost a student's hireability post-graduation, as skills in Technical and Professional Communication are prized in workplaces.
- For graduate students from English and other UNM departments, this microcredential will offer post-graduation access to communication-heavy career fields, from non-profits to governmental organizations to private companies, that many MA and Ph.D. programs alone do not directly facilitate.
- The program will focus on writing/communication/information design but will distinguish itself from other programs in the region through its focus on social justice issues; this focus will put us at the forefront for addressing technical communication in real-world situations that are relevant for the digital age, particularly in our region.

Ability to Teach the Program Effectively

- Current Rhetoric and Writing program staffing volume can accommodate this course release and still manage current RW course offerings.
- Faculty slated to teach the program's courses have extensive publication records in TPC and in the specific target areas on the certificate's core, required courses.
- Faculty designing the certificate's new courses are nationally recognized experts in online course design, usability, and multimodality.

Budget

- We are not asking for budget/resources in general right now, but if and when the program develops, we may require additional faculty to support it.
- Because it is already in the English Department hiring plan to bring on a new TPC faculty member within 3-5 years, we feel that at present, we have the staff and resources to launch the program and will assess future staffing needs as (and if) they emerge.



Needs served by the program

- This program supports UNM's larger mission to "to contribute to the state and national economies"; specifically, by equipping Certificate-holders with ethically attuned communication skills, these individuals will be prepared to serve directly our "City and State," in "health care, social services, policy studies" contexts, to produce the documentation that accompanies "commercialization of inventions," and in seeking funding for "cultural events" and the governmental and non-profit organizations that seek funding for them.
- This certificate will serve national needs for a TPC skillset. Rosselot-Merritt (2020) explains that "The U.S. Bureau of Labor Statistics projects that the demand for technical writing will grow 11% between 2016, when 52,400 technical writers were working in industry, and 2026, when 58,100 are projected to be working in the United States." Further, in their analysis of 142,000 job advertisements, Rios et al. (2020) indicate that "oral and written communication, collaboration, and problem-solving skills are in high demand by employers, with particular emphasis on the pairing of oral and written communication," the paired skills that are the foundation of the TPC graduate certificate.
- A survey of existing MA and Ph.D. students in ENGL indicates the interest of current UNM graduate students in "adding in" a certificate along their way to their degree. Anecdotal evidence from correspondence with the TPC Coordinator from employed-in-industry community members also made interest evident.



thank
you

NEW GRADUATE DEGREE OR GRADUATE CERTIFICATE FORM D

UNIT PREPARES IN QUADRUPLICATE
Route as indicated below under approvals. Return to the Registrar's Office once all signatures have been obtained.

Date: 18 October 2021

Julianne Newmark, Ph.D.

(Name of individual initiating Graduate Degree or Graduate Certificate)

Principal Lecturer, Coordinator of Technical and Professional Communication Program, 5

(Title, position, telephone number)

newmark@unm.edu

(Email address)

English

(Department/Division/Program)

Note: Proposals for new graduate degrees or graduate certificates need to follow an approved format. Please call the Office of Graduate Studies and ask for an outline. Revisions of graduate degrees and some new certificates also may need state approval, depending on the extent of changes proposed. Please consult the Office of the Provost for advice prior to initiating this form.

Attach the following required documents:

1. Executive Summary.
2. Program Proposal (in the approved format).
3. Catalog Description (to include program curriculum).
4. Graduate Program Projected Costs (only for new degrees).
5. Library Impact Statement.

Does this new degree affect any existing program? Yes ☐ No ☒ If yes, attach statement.

Proposed date to admit new students: Term Fall Year 2022

Required Signatures:

Department Chair	<u>Dr. Anita Obermeier</u>	Digitally signed by Dr. Anita Obermeier Date: 2021.10.27 09:53:56 -06'00'	Date	<u>10.27.2021</u>
College Curricula Committee	<u>Mary Domski</u>	Digitally signed by Mary Domski Date: 2021.10.27 10:21:56 -06'00'	Date	<u>10.27.2021</u>
College or School Dean	<u>Mary Domski</u>	Digitally signed by Mary Domski Date: 2021.10.27 10:22:06 -06'00'	Date	<u>10.27.2021</u>
Dean of Library Services	<u>L St</u>	Digitally signed by Laura Soito Date: 2021.10.28 17:46:44 -06'00'	Date	<u>10.28.2021</u>
Office of the Registrar—Catalog	<u>Michael Raine</u>	Digitally signed by Michael Raine Date: 2021.10.29 07:35:25 -06'00'	Date	<u>10.29.2021</u>
FS Graduate Committee	<u>Nikki Jennings</u>		Date	<u>12-02-2021</u>
Dean of Graduate Studies	<u>Julie Conrad</u>		Date	<u>12/02/2021</u>
FS Curricula Committee	<u>Christine Delucas</u>		Date	<u>12-10-2021</u>
Office of the Provost	<u>Pamela Cheek</u>		Date	<u>12-10-2021</u>
Faculty Senate	<u>Nancy D. Middlebrook</u>		Date	<u>01-25-22</u>
Board of Regents			Date	

Additional Approvals for Degrees:

Board of Regents	_____	Date	_____
Council of Graduate Deans	_____	Date	_____
Academic Council of Higher Education	_____	Date	_____
Higher Education Department	_____	Date	_____
State Board of Finance	_____	Date	_____

Entered Banner

Entered Catalog

For Registrar's Office ONLY:

Copies Mailed

October 28, 2021

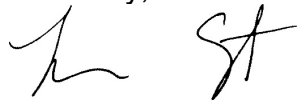
Dr. Julianne Newmark
Technical and Professional Communication Program
Department of English

Dear Dr. Newmark,

The University Libraries has reviewed the Form D for the Graduate Certificate in Technical and Professional Communication. Since the UL is already supporting the teaching and research needs of the faculty and students of the established courses that comprises this certificate program, we should not need to add any new resources to continue to support these classes.

If any new courses are added to the curriculum or new faculty is added to support this certificate program, it is possible that new or additional library resources will be needed to support the teaching and research needs of students and faculty. Since the UL operates with limited resources, we may have to cancel some existing resources in support of the Technical and Professional Communication Program to meet any future needs for new information resources.

Sincerely,



Laura Soito
Associate Professor
Director of Collections
College of University Libraries & Learning Sciences
lsoito@unm.edu
505-277-4760

cc:

Leo Lo, Dean, College of University Libraries & Learning Sciences



OFFICE OF ACADEMIC AFFAIRS

To: Dr. Julianne Newmark, Dr. Anita Obermeier, Associate Dean Mary Domski, Ms. Robben Brown, Mr. Michael Raine

From: Dr. Pamela Cheek, Associate Provost for Curriculum and Assessment

Re: Graduate Certificate in Technical and Professional Communication

Date: September 30, 2021

Your initial proposal for a Transcribed Graduate Certificate in Technical and Professional Communication has been reviewed in the Office of the Provost and EVP for Academic Affairs. On behalf of Provost Holloway, I would like to offer our office's support of the initial proposal. The proposal is timely and appropriate to meeting emerging workforce needs. As you develop the proposal fully, consultation with the College of Arts & Sciences about resources and recruitment will be fruitful. Please track the progress of your Form D carefully as it moves forward. Thank you for your work developing this proposal.

Executive Summary

Graduate Certificate in Technical and Professional Communication

The English Department proposes the creation of a graduate certificate in Technical and Professional Communication (TPC), at 15 credit hours (5 three-credit Online Max courses). There will be a Standard track and a Grant and Proposal Writing track (details are explained in our Curriculum document). The intent of the graduate certificate is to provide students with a microcredential -- either sought as a standalone certificate or attached to an existing graduate degree -- that will boost a student's hireability post-graduation, as skills in Technical and Professional Communication are prized in workplaces.

Rosselot-Merritt (2020) explains that "The U.S. Bureau of Labor Statistics projects that the demand for technical writing will grow 11% between 2016, when 52,400 technical writers were working in industry, and 2026, when 58,100 are projected to be working in the United States." Further, in their analysis of 142,000 job advertisements, Rios et al. (2020) indicate that "oral and written communication, collaboration, and problem-solving skills are in high demand by employers, with particular emphasis on the pairing of oral and written communication," the paired skills that are the foundation of the TPC graduate certificate.

With ethics-oriented, targeted training in written, visual, oral, and multimodal communication, the TPC graduate certificate will offer working professionals a credential that will boost salary and offer industry-oriented tools for the critical assessment and effective composition of various communication outputs for specific communities, with specific attention to historically marginalized communities. For graduate students from English and other UNM departments, this microcredential will offer post-graduation access to communication-heavy career fields, from non-profits to governmental organizations to private companies, that many MA and Ph.D. programs alone do not directly facilitate.

UNM's TPC Graduate Certificate will be a unique credential, as compared to other peer institutions' certificates, and the coursework will ensure that those completing it not only have the marketable "hard" skills in effective communication of technical and workplace information to expert and non-expert audiences, across communication modalities, but that these professionals represent UNM's mission and ethos while serving in industry. The certificate program's core values and outcomes reflect global awareness and community-mindedness; this framework is rooted in the certificate's courses' attentiveness to the ethical responsibilities of all TPC practitioners to create just communications for diverse audiences of users. As Walton, Moore, and Jones (2019) suggest in *Technical Communication After the Social Justice Turn: Building Coalitions for Action*, our program will be committed to building an inclusive environment of students and community members, fostering socially just practices and activism that support students as technical communication practitioners in recognizing, revealing, rejecting, and replacing oppressive practices that occur in society through their writing and interactions in the workplace.

Students will develop a range of skills that will encourage them toward just communication practices; a few examples are learning to create diverse testing cohorts, correcting design flaws in online and analog forms that have historically limited response from marginalized populations, and recognizing the historical role the field of TPC has played in propelling normative workplaces discourses that have excluded, harmed, and silenced users of products/communications, communities affected by environmental crises, and workplace members who have not been reflected in corporate communications, to name just a few selected examples.

Our program is well positioned to be a top contender for students seeking technical communication professional development in an online format. Currently, programs such as those at Arizona State, Texas Tech, and New Mexico State (to offer a few regional examples) offer foundational courses such as Editing, Documentation, and other similar courses that focus on the writing/communication/information design aspects of the degree; while our program will also offer such courses, our focus on social justice issues puts us at the forefront for addressing technical communication in real-world situations that are relevant for the digital age, particularly in our region. Our faculty team's research knowledge and applied skills in COVID communication in indigenous communities, universal design for learning in corporate training modules, linguistic justice in industry and government communication contexts, and community-specific accident-reporting documentation (in BIPOC communities) – to name but a few faculty research interests—indicate the kinds of examples and scenarios that will be at the core of our courses.

Further, our curriculum will be shaped by community collaboration and reciprocity. Classes such as Ethics in Technical Communication (ENGL 535) will offer our students the opportunity to collaborate with the community to approach challenges together while fostering digital literacy. We will ask students questions such as, “how does the medium affect a message?” and “how do access challenges persist when such communication is available only in digital mediums—and how do we redress these challenges via effective information and interface design?” Such skills are necessary for success as a technical communicator in the twenty-first century. To foster such learning, we will partner with community entities (such as nonprofits and community-based literacy centers) to work together to understand how we as teachers can best develop and assess our curriculum and develop projects that prompt our students to grow their writing, multimodal communication, and oral presentation skills while simultaneously becoming agents for social change.

To best facilitate our community-based approach, we propose a structure for the organization of the program as such: a Program Director to oversee the certificate and guide incoming and existing students, program faculty to teach online courses for the certificate and collaborate with the Program Director on assessment of efficacy, and an Industry Advisory Team (based on other programs' Corporate Advisory Boards, such as NMT's) to support and provide feedback on the Program's student outputs and program outcomes. IAT members will be invited to the final presentations in each of the program's required courses to offer dialogic input, which will constantly ensure that the program is responsive to the needs of local, national, and global

industry entities. Such collaboration will also ensure that our curriculum remains relevant for our students and our evolving community and society at large.

This certificate unites a suite of new courses with existing courses from the Rhetoric and Writing program, combining to offer a diverse curriculum that will benefit students from across the university and community. Because enough of the courses are offered in fully online mode (Online Max) from the program's inception, with more courses to be created in the coming years in Online Max versions, this Certificate will be available to many more students than current graduate programs in English. Underserved populations-- through geography, family/work demands, military deployment, rurality, age, and race/ethnicity -- will be served by this program's industry connectedness, its accessibility, and its temporal flexibility.

Though we anticipate, based on peer institutions' enrollment numbers, that our initial cohort will be small (likely around 5-10 certificate pursuers per year, over the first two years), we expect our enrollment to grow, especially as social justice continues to be front-of-mind for the industry and the pandemic era has increased many people's comfort with online learning. Our courses will also provide students with a "high engagement" online experience as UNM graduate students, helping to increase retention within this program and potentially link to further enrollment, post-certificate, in MA and Ph.D. programs at UNM. Our commitment to high-engagement practices will be evident via the program requirements of conferencing with the course instructors, collaboration (asynchronous) with class colleagues via a discussion board, and remote group-presentation participation.

We are not asking for budget/resources in general right now, but if and when the program develops, we may require additional faculty to support it. Because it is already in the English Department hiring plan to bring on a new TPC faculty member within 3-5 years, we feel that at present, we have the staff and resources to launch the program and will assess future staffing needs as (and if) they emerge.

This program is supported by English department faculty and the Graduate School; the Provost's and Dean's offices have indicated support. We are excited to educate our colleagues at UNM across disciplines about the promise of this program and its potential to attract new students to UNM, to add an additional layer of credentialing to MA and Ph.D. students' educations, and to help support working professionals' desires for career growth.



University of New Mexico
MSC 03 2180
107 Humanities Building
Albuquerque, NM 87131-1041
Telephone (505) 277-2711
Fax (505) 277-7405

NEW GRADUATE CERTIFICATE PROGRAM APPLICATION

A. General Information

Institution The University of New Mexico

Name and Title of Contact Person Julianne Newmark, Ph.D. Principal Lecturer. Coordinator of Technical and Professional Communication Program, English Department

Email of Contact Person newmark@unm.edu

Name of Proposed Program Graduate Certificate in Technical and Professional Communication

Name of Sponsoring Department, School, and/or College English, College of Arts and Sciences

Level of Proposed Program (*Graduate Certificate or Post-degree Certificate*) Graduate Certificate

Estimated Time to Complete Proposed Program 1 year (5 courses)

Campuses to offer this degree program Main, plus online

All Program Format(s) (*standard, distance education, evening, weekend and/or other*) Face-to-face and online

Anticipated Start Date August 2021

Proposed CIP code 23.1303

B. Program Curriculum

Program Description (*as listed in catalog*)

The Graduate Certificate in Technical and Professional Communication (TPC) prepares certificate-holders to apply enhanced workplace and technical communication skills in their current employment context or in a future context. This 15-credit Certificate can be added in as a part of an existing UNM student's MA or Ph.D. program, effectively as a depth area in TPC (for ENGL graduate students). The Certificate can also be taken as a freestanding credential, ideal for working professionals in science, technology, non-profit administration, engineering, and the military. This Certificate can be completed face-to-face with occasional online courses, or fully

online. The Certificate's foundation in social justice and ethics guides the communication outputs students will create, such as reports, feasibility studies, white papers, usability tests, data visualizations, procedures, and more. Applicants to the Certificate program should already hold a Bachelor's degree. The program requires 15 credit hours of coursework to culminate in a final portfolio (submitted to the Program Director) of the students' best work accompanied by a reflective memorandum that considers selected program outcomes. There is no foreign language requirement for the completion of the Certificate.

Program Curriculum *(as listed in catalog)*

The 15 credit hours of coursework are distributed across core and distribution requirements as follows, in two tracks (Standard track and Grant and Proposal Writing track)

Standard Track

6 credit hours of core requirements:

- Technical and Professional Communication (ENGL 502) and Ethics in Technical and Professional Communication (ENGL 535)

9 credit hours of electives, chosen from the following (with other Rhetoric and Writing and other department courses accepted as substitutions with Program Director's approval)

- User-Centered Design and Usability (ENGL 512); Editing (ENGL 517); Proposal and Grant Writing (ENGL 518); Visual Rhetoric (ENGL 519); Topics in Professional Communication (ENGL 520)

Grant and Proposal Writing Track

15 credit hours of core requirements:

- Technical and Professional Communication (ENGL 502); Proposal and Grant Writing (ENGL 518); Ethics in Technical and Professional Communication (ENGL 535), Research Methods (ENGL 540); Graduate Internship (ENGL 598)

Number of Credits Required 15

Program Learning Outcomes

Upon completion of the Certificate program, students will be able to:

- SLO 1: Ethically **assess diverse audience needs** for appropriately chosen communication outputs and create content to serve these audiences' needs
- SLO 2: **Collaborate** with colleagues and community partners (corporate partners and non-profit partners) to **design and produce responsive communication outputs in various appropriate modalities**
- SLO 3: **Understand and analyze the history of the TPC field** and its role in codifying communication genres that have oppressed those who have not historically been involved in document and information design generation and distribution and who may have been subject to the impacts of such documents.
- SLO 4: Clearly and in well-organized fashion, **create written and rich-media communication outputs** that inform, guide, instruct, protect, and educate audience members
- SLO 5: **Develop and produce** collaborative communication outputs in **remote and local, synchronous and asynchronous**, workplace contexts
- SLO 6: Design technical documents and workplace communications that **further social justice aims**, such as centering voices of communities often marginalized in instructional, operational, environmental, and governmental communications.

Is this certificate designed to be stand-alone or is it intended for students that are also seeking a graduate degree? If so, list how the courses will be shared between the two.

The Certificate will be available to students who seek it as a stand-alone credential and students already enrolled in MA and Ph.D. programs at UNM. For English MA and Ph.D. students, such as those in the 31-credit Rhetoric and Writing (RW) MA, students can fulfill 2 of their distribution courses via the Certificate's course options and can accomplish the remaining 3 courses via their elective allocation.

Is this certificate embedded in a degree program (i.e., do the courses taken articulate to a graduate degree)? If yes, to which degree?

It can be taken stand-alone; it can also be taken as a part of the MA and Ph.D.

C. Assessment

Describe your institution's plan for periodic evaluation of program effectiveness. Include criteria that will be used to determine effectiveness. Max 500 words.

Students in this program will create a digital portfolio of their work throughout the program. The portfolio project will include documents created within each class that showcase students' best work. In addition, students will be asked to complete a final reflection discussing their achievement of at least two programmatic outcomes; the Program Director (and team of instructors) will review students' portfolios at the end of each academic year, using both qualitative and quantitative measures based on established best practices in the field of TPC. For example, within traditional portfolio-based assessment, an assessment team of administrators and instructors use a rubric to score students' texts within the portfolio, also using students' own assessment of their work as evidenced in their reflections. Based on the results of the assessment, the administrator and instructors, in consultation with the Industry Advisory Team (the IAT is described further below), can make necessary changes to the program as a whole and to individual classes to ensure continued student success and workplace alignment.

D. Need

The proposed program must meet one or more specified needs within the state or region. Clear and convincing evidence must be provided of the reality and extent of such need. Max 500 words.

Evidence of need might include results of employer surveys, current labor market analyses and projections, or long-term need projections prepared by a relevant professional organization.

This new Certificate program serves local, regional, and national needs for advanced skills in effective communication of technical and scientific information, multimodally across professional communication genres, in an ethical and audience-centered way. Further, this program supports UNM's larger mission to "to contribute to the state and national economies"; specifically, by equipping Certificate-holders with ethically attuned communication skills, these individuals will be prepared to serve directly our "City and State," in "health care, social services, policy studies" contexts, to produce the documentation that accompanies "commercialization of inventions," and in seeking funding for "cultural events" and the governmental and non-profit organizations that seek funding for them. This Certificate supports cross-disciplinary communication goals across our university, as articulated by a variety of UNM programs, as evidenced by letters attached to this

application from Electrical and Computer Engineering (Dr. Meeko Oishi) and Communication and Journalism (Dr. David Weiss).

In terms of national need for the TPC skillset the Certificate offers, Rosselot-Merritt (2020) explains that “The U.S. Bureau of Labor Statistics projects that the demand for technical writing will grow 11% between 2016, when 52,400 technical writers were working in industry, and 2026, when 58,100 are projected to be working in the United States.” Further, in their analysis of 142,000 job advertisements, Rios et al. (2020) indicate that “oral and written communication, collaboration, and problem-solving skills are in high demand by employers, with particular emphasis on the pairing of oral and written communication,” the paired skills that are the foundation of the TPC graduate certificate.

In our own informal survey of current UNM English graduate students, many expressed an interest in adding in (as an effective depth area) the TPC Graduate Certificate en route to their accomplishment of a Ph.D. or MA degree. In a week-long survey circulated electronically in October 2021 to all English graduate students (funded and non-funded), 44% of respondents affirmed an interest in “adding in” the Certificate to their plan of study. Another 11% of respondents indicated their interest as a “maybe.” Also, 11% of respondents fell into the category of students graduating who *would have* added in the Certificate had it been available during their years of enrollment.

Certificate-holders will not only serve the broadly described entities named in UNM’s mission but will more precisely be able to support Indigenous- and Latinx-owned businesses as they seek expansion, funding, and the furtherance of cultural, technological, engineering, and government-contract goals. Our Industry Advisory Team’s diversity will have a goal of establishing mutually beneficial relationships with such community partners to ensure reciprocity of information to guide and shape the Certificate and to create pathways into such organizations as employment options for our graduates.

If the program fills a regional workforce need, describe collaboration between your institution and regional employers in program development. Max 500 words.

Based on ongoing conversation with Engineering faculty, technical writers and scientists at Sandia National labs, medical writers and editors, and non-profit administrators, we are designing this program to equip those who attain the certificate to contribute significantly in such workplace contexts, by bringing ethics-informed, community-attuned technical and professional communication skills to such employment contexts. We will create an Industry Advisory Team (IAT) of representatives from such entities (outreach for this IAT has begun already) and the IAT will meet bi-annually to review students’ communication outputs, the industry attunement of assignments and scenarios, and preparedness of graduates to contribute to the needs of such entities and their stakeholders. In the Grant and Proposal Writing track of the Certificate, a required internship will allow for regular calibration of the curriculum’s preparation of students and a non-profit’s needs, for example. In the design of this Certificate, feedback from existing UNM graduate students, faculty, and the community/industry representatives named here has been collected (via interviews and surveys) and has informed the ultimate curriculum and assessment plan we are proposing here.

E. Enrollment and Graduation Projections: Establish realistic enrollment, retention, and graduation targets for this program.

Year 1	Year 2	Year 3	Year 4	Year 5
--------	--------	--------	--------	--------

New Students	5	5	10	10	10
Continuing Students	10*	10	10	10	10
Graduates	2-3	8	10	12	12
Annual Retention Rate Target (%)		Target 100% Graduation Rate (%)		Target Job Placement Rate (%)	
90-95%		90-95%		N/A**	

*The "Continuing Students" may continue to be 10 each year, considering how many students enter the Ph.D. and MA programs within the English department and want to take these classes (based on projections from our survey mentioned above). Some of these students may only be taking classes within the program and not completing the entire Certificate, which we have accounted for in the "Graduates" section. It is a challenge to complete this table of projections given that we anticipate a combination of types of students pursuing this Certificate, those in existing ENGL programs, the MA and Ph.D., and those pursuing the Certificate stand-alone. We also have indication from other departments that their students might be interested in a single course or two from the program.

**Many of the students enrolled in this Certificate program as a "stand alone" will be in the workforce already, seeking advancement of skills or promotion; as such, we included "Not Applicable" in response to the "Target Job Placement Rate." Regarding our students pursuing the MA and Ph.D. in ENGL, their hireability will not only be contingent on their completion of the Certificate, but also on their completion of the overall degree they are seeking. However, we are confident that the Certificate will enhance their job prospects beyond academia, which has historically been the target for many of our Ph.D. graduates but is decreasing as an option.

F. Institutional Readiness

Describe the faculty resources that are needed to initiate the program. Will any additional faculty be needed? Max 500 words.

We are not asking for budget/resources at present. If and when the program grows, we may require additional faculty to support it. Because it is already in the English Department hiring plan to bring on a new TPC faculty member within 3-5 years, we feel that at present, we have the staff and resources to launch the program and will assess future staffing needs as (and if) they emerge. Based on our assessment plan, at least one instructor will most likely need to take on the role of "Program Director" to facilitate assessments at the end of each academic year. The Program Director will not only oversee assessment but will also guide and mentor Certificate students and organize and sustain IAT meetings and relations. Because of these demands, the Program Director role must come with a course release. Current Rhetoric and Writing staffing volume can accommodate this course release and still manage current RW course offerings.

Describe the library and other academic support resources that are needed to initiate the program. What, if any, additional resources will be needed? Max 500 words.

None

Describe the physical facilities of the institution that will be used for the first five years of the program. Will additional space or modifications of existing space be required within the first five years of program operation? Max 500 words.

No additional classrooms or office space will be needed for the program.

Describe the institution's equipment and technological resources needed for the first five years of the program? What, if any, additional equipment will be needed? Max 500 words.

No additional equipment or technological resources (aside from the LMS capabilities offered through UNM Online) will be needed for this program's sustainment.

Describe any other operating resources needed to initiate the program. Max 500 words.

None

Are there existing external facilities that will be used? Have agreements been established to ensure use of those facilities? For example, if you are offering a graduate nursing program have you established a partnership with local hospital(s) and other clinical settings? Max 500 words.

No external facilities will be used.

G. Projected Budget

Provide a clear analysis of the projected cost of the proposed program and the sources of funding that will support it for the first five years that the program will be offered. Include a discussion of how any of the needed resources discussed in **Section F** will be addressed. **Section G** should be completed in collaboration with your institution's financial office.

The only budget item related to the GCERT is a one-course release, in the amount of \$4284.80. A part-time instructor will cover the course for the Program Director. The English department will cover the funds, thus we are not requesting additional funding for the GCERT.

Signature of Chief Academic Officer Date

Printed Name of Chief Academic Officer Date

Signature of Data (CIP) Coordinator Date

Printed Name of Data (CIP) Coordinator Date

HED use only

Date Presented to Advisory Committee _____

☐ **Approved** ☐ **Denied** ☐ **Request more information**

Cabinet Secretary's Signature Date

NEW GRADUATE CERTIFICATE

Graduate Certificate in Technical and Professional Communication

Name and Title of Contact Person

Julianne Newmark, Ph.D. Principal Lecturer. Coordinator of Technical and Professional Communication Program, English Department. newmark@unm.edu

CATALOG DESCRIPTION

The Graduate Certificate in Technical and Professional Communication (TPC) prepares certificate-holders to apply enhanced workplace and technical communication skills in their current employment context or in a future context. This 15-credit Certificate can be added in as a part of an existing UNM student's MA or Ph.D. program, effectively as a depth area in TPC (for ENGL graduate students). The Certificate can also be taken as a freestanding credential, ideal for working professionals in science, technology, non-profit administration, engineering, and the military. This Certificate can be completed face-to-face with occasional online courses, or fully online. The Certificate's foundation in social justice and ethics guides the communication outputs students will create, such as reports, feasibility studies, white papers, usability tests, data visualizations, procedures, and more. Applicants to the Certificate program should already hold a Bachelor's degree. The program requires 15 credit hours of coursework to culminate in a final portfolio (submitted to the Program Director) of the students' best work accompanied by a reflective memorandum that considers selected program outcomes. There is no foreign language requirement for the completion of the Certificate.

Graduate Certificate in Technical and Professional Communication

15 credit hours

Courses with an asterisk are Online Max courses; highlighted courses are new courses.

Standard Path

Course Number	Course Title	Credits
Required Courses		
ENGL 502*	Technical and Professional Communication	3
ENGL 535*	Ethics in Technical and Professional Communication	3
Electives (choose three; other courses may be substituted with Program Director approval)		
ENGL 512*	User-Centered Design and Usability	3
ENGL 517*	Editing	3
ENGL 518*	Proposal and Grant Writing	3
ENGL 519	Visual Rhetoric	3
ENGL 520	Topics in Professional Communication	3

Grant and Proposal Writing Track

Course Number	Course Title	Credits
Required Courses		
ENGL 502*	Technical and Professional Communication	3
ENGL 518*	Proposal and Grant Writing	3
ENGL 535*	Ethics in Technical and Professional Communication	3
ENGL 540	Research Methods	3
ENGL 598	Graduate Internship	3

NEW GRADUATE CERTIFICATE

Graduate Certificate in Technical and Professional Communication

Name and Title of Contact Person

Julianne Newmark, Ph.D. Principal Lecturer. Coordinator of Technical and Professional Communication Program, English Department. newmark@unm.edu

LIBRARY IMPACT STATEMENT

We do not request any support from the library and the program will not impact the library or rely on other academic support resources.

NEW GRADUATE CERTIFICATE

Graduate Certificate in Technical and Professional Communication

Name and Title of Contact Person

Julianne Newmark, Ph.D. Principal Lecturer. Coordinator of Technical and Professional Communication Program, English Department. newmark@unm.edu

GRADUATE PROGRAM PROJECTED COSTS

At this time, there are no costs to the university associated with the launch of this Certificate. We are not asking for budget/resources at present. If and when the program grows, we may require additional faculty to support it. Because it is already in the English Department hiring plan to bring on a new TPC faculty member within 3-5 years, we feel that at present, we have the staff and resources to launch the program and will assess future staffing needs as (and if) they emerge.

Based on our assessment plan, at least one instructor will most likely need to take on the role of "Program Director" to facilitate assessments at the end of each academic year. The Program Director will not only oversee assessment but will also guide and mentor Certificate students and organize and sustain Industry Advisory Team (IAT) meetings and relations. Because of these demands, the Program Director role must come with a course release. Thus, the only budget item related to the GCERT is this one-course release, in the amount of \$4284.80. A part-time instructor will cover the course for the Program Director. The English department will cover the funds, thus we are not requesting additional funding for the GCERT.



OFFICE OF THE CHAIR

October 13, 2021

Julianne Newmark, Ph.D.
Department of English
University of New Mexico

Dear Dr. Newmark,

Thank you for providing me with information about your department's proposed Graduate Certificate in Technical and Professional Communication (TPC).

I am writing to offer my enthusiastic support for the proposed certificate program. I believe that the program will be of great benefit not only to students in the Department of English, to the UNM graduate student body, and to the wider community, but also to many students in my own department's graduate programs.

While most of the students who enroll in C&J's MA program, and just about all who enroll in our PhD program, do so with the intention of pursuing an academic career, quite a few of our MA students each year treat their master's degree as terminal. Typically, members of our MA cohorts are interested in pursuing careers in professional communication-focused fields such as strategic communication, mediation, or human resources. However, for better or worse, our MA program does not offer the sort of skills-focused courses that are the key components of the proposed TPC program.

While I don't think many of our MA students would be able to complete the entire TPC certificate program, I have little doubt that quite a few would be interested in taking selected TPC classes as electives. Indeed, I could easily see our professionally-oriented MA students being very interested in taking at least two such courses: most likely, ENGL 502 or 535 and, depending upon their specific career plans/needs, ENGL 512, 517, and/or 518 as well. To that end, I would be very happy to bring the TPC program directly to the attention of our grad students and encourage them to take its courses.

I wish you the best of luck with your proposal and hope that the certificate program becomes a reality in the very near future. In the meantime, please don't hesitate to contact me if there's any additional information I can provide or if you'd like to discuss ways our departments might work together once the program is up and running.

Yours,

Sincerely yours,

David

David Weiss, Ph.D., Associate Professor,
Chair, Department of Communication & Journalism

davidweiss@unm.edu
direct dial: 505-277-1905



UNM

SCHOOL of ENGINEERING

Department of Electrical & Computer Engineering

October 13, 2021

To Whom It May Concern:

This letter is written in support of the proposed Graduate Certificate in Technical and Professional Communication.

As a Professor in Electrical and Computer Engineering, I believe such a program has considerable value to graduate students in engineering. Many of our students lack skills for effective communication, and this has a direct impact on our students' research and professional endeavors. For PhD students, technical communication is an integral part of students' research success. It is critical that students have the skills to read technical papers and distill essential ideas, as well as to effectively convey their own research ideas in written and in verbal form. Students' research success depends on their ability to write compelling conference papers and journal articles, to present technical talks at conferences and workshops, and to convey the essentials of their contributions in short and succinct, high level, "elevator pitches." Students often have no option other than to acquire these skills in an ad-hoc fashion, without formal training that could dramatically simplify the process of developing the relevant expertise. Professional communication skills would also be of great use to our MSc students who do not conduct research, as credentialed expertise in technical and professional communication could have considerable impact on their hireability.

Sincerely,

Dr. Meeko Oishi
Professor and Regents' Lecturer
Electrical and Computer Engineering
University of New Mexico
Phone: (505) 277 0299
Web: <http://www.unm.edu/~oishi>

**MEMORANDUM TO ADVANCE
COMMITTEE AGENDA ITEM TO
THE BOARD OF REGENTS
THE UNIVERSITY OF NEW MEXICO**

DATE: March 8, 2022

TO: Teresa Costantinidis, Sr. VP Finance & Administration

FROM: Lisa Marbury, Assistant Vice President, Campus Environments & Facilities,
Vice President Office for Institutional Support Services

RE: Requested Construction Approval

RECOMMENDED ACTION:

Recommend to the Board of Regents Finance and Facilities Committee the following requests for Project Construction Approval:

1. Silver Family Geology Museum Renovation
2. Northrop Hall Radiogenic Isotopes Lab HVAC
3. UNM-Taos Harwood Museum HVAC Improvement
4. Biomedical Research Facility BLS-2 Lab Airflow Modifications

cc: A. Coburn, M. Dion, M. Bailey, C. Martinez, S. Rodgers, M. Pierce– PDC
A. Sena, R. Notary, D. Penasa, R. Sobieski, C. Grotbeck, J. Hart– FM

**REQUEST FOR CAPITAL PROJECT CONSTRUCTION APPROVAL for
SILVER FAMILY GEOLOGY MUSEUM RENOVATION
UNIVERSITY OF NEW MEXICO**

March 8, 2022

REQUESTED ACTION:

In accordance with Section 7.12 of the Board of Regents Policy Manual and as required by the New Mexico Higher Education Department and New Mexico State Board of Finance, project approval is requested for the **Silver Family Geology Museum Renovation on the Albuquerque Main Campus.**

PROJECT DESCRIPTION:

The project is located in Northrop Hall, Room 107 and will renovate 1,754 square feet to include new wall, ceiling and floor finishes, new LED light fixtures and new exhibit display cases. Interpretive content will include gems & minerals, planetary geology, vertebrate paleontology, an active seismograph and a fluorescent mineral exhibit.

PROJECT RATIONALE:

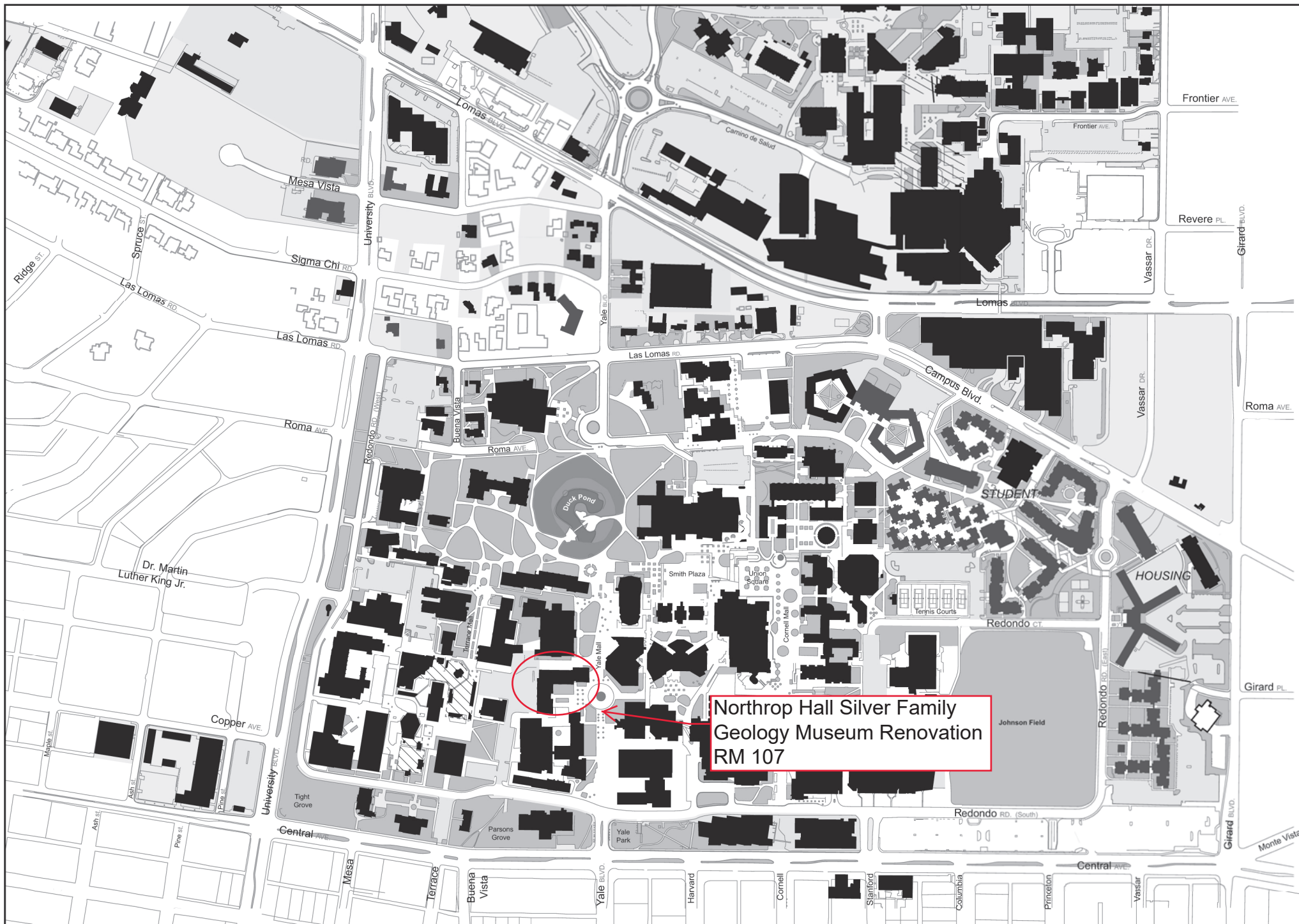
The museum was established in the 1930's by Stuart Northrop (after whom the building is named) and provides public exhibits of mineral, fossil and rock specimens. The last update to the exhibits occurred in 1987. The primary audience is educators and school groups; however, the museum is visited by thousands of visitors each year and is used for special classes, fundraising, alumni events and various receptions. The design includes a new security system, new casework, new LED lighting, a 3D model of the Galena King Mine and new interpretive content to improve the overall visitor experience. The existing space has deteriorating carpet and ceiling tiles, outdated lighting and casework, and no security system to protect valuable specimen. The consequences of not approving this project will result in poor visibility to the general public, alumni, the various user groups and missed teaching opportunities for Faculty and Students.

FUNDING:

The total estimated Project Budget is: \$472,031

- \$159,518 2019 State Appropriation General Funds
- \$102,513 FY22 Facilities Investment Needs (FIN)
- \$210,000 UNM Foundation Funding

The University of New Mexico - Central Campus

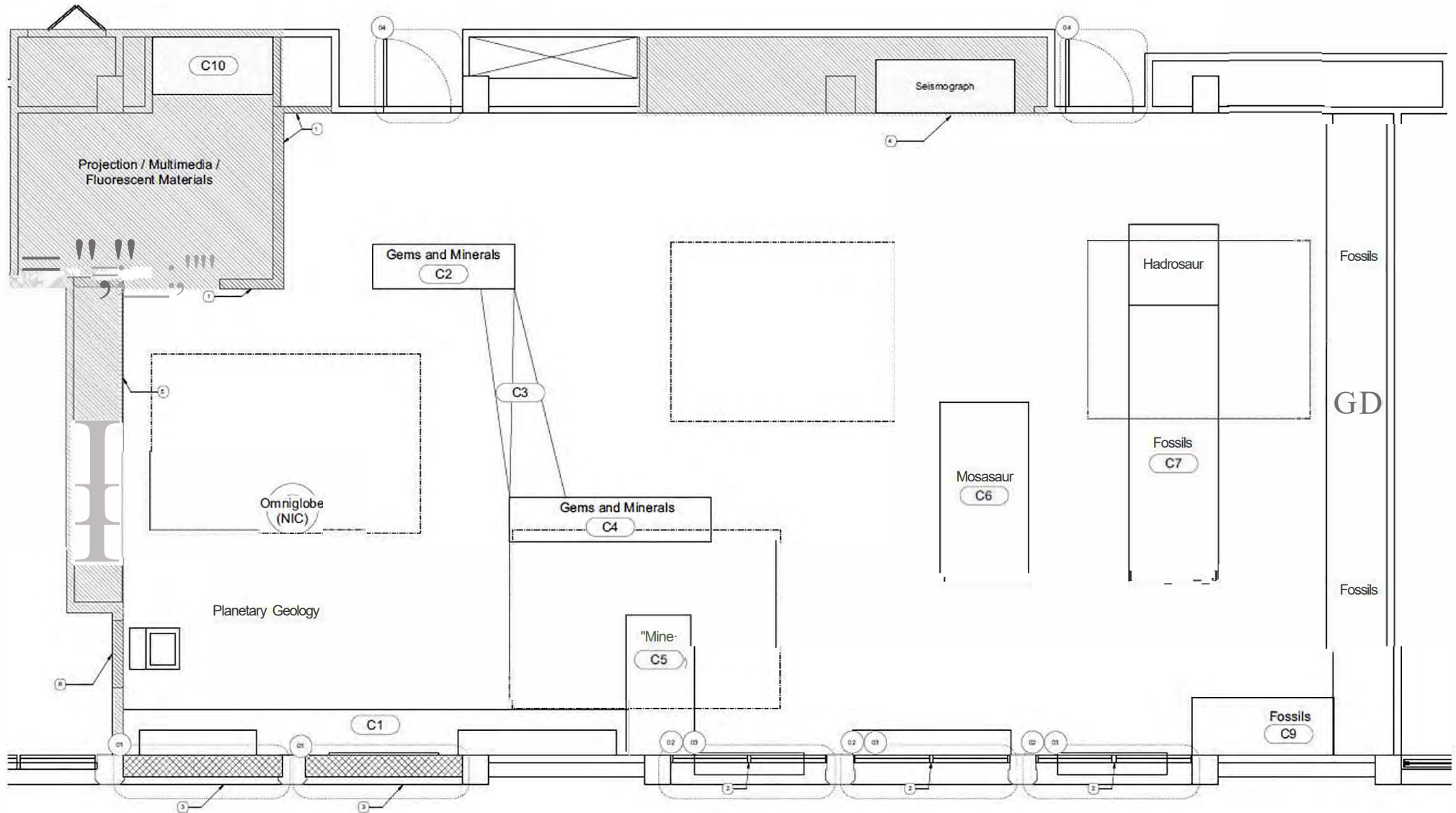


A0024 – Northrop Hall First Floor

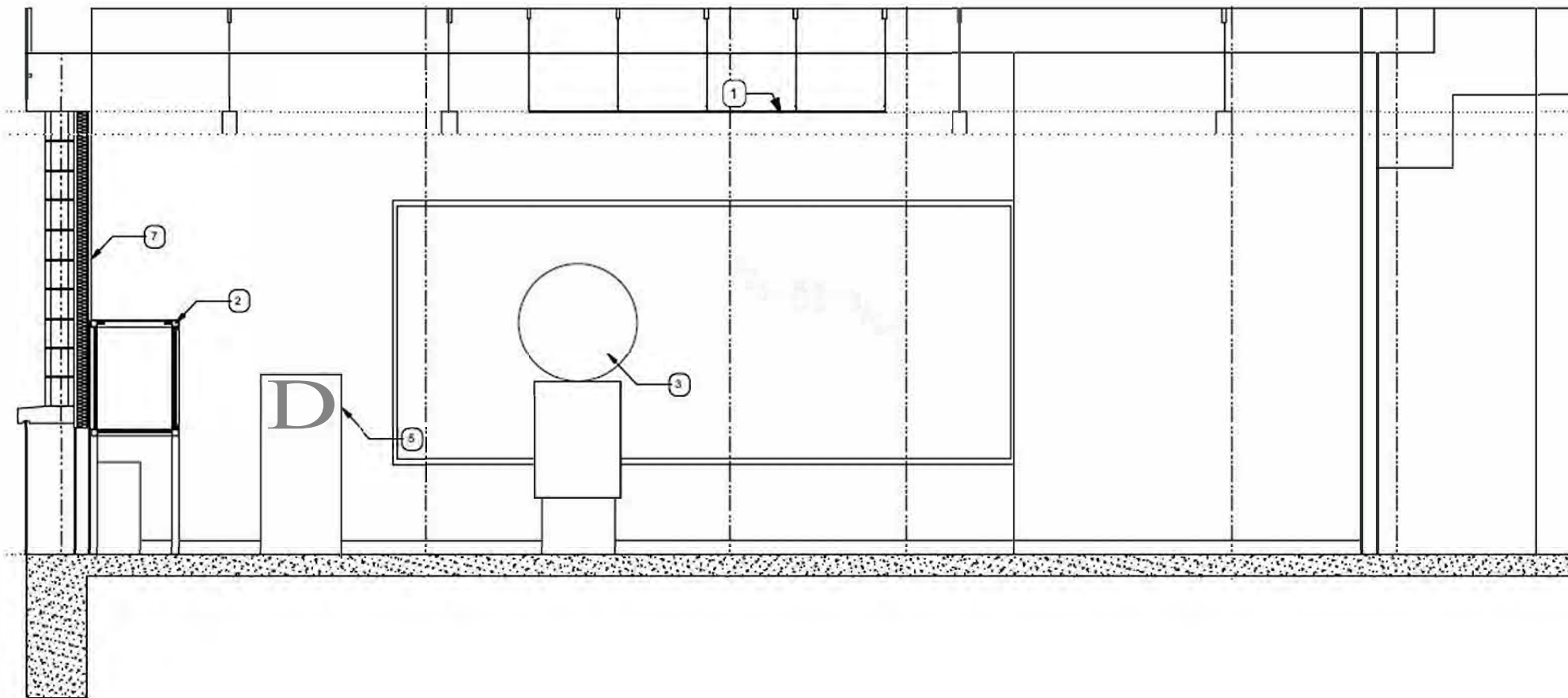
Silver Family Geology
Museum Renovation
A0024 Northrop Hall,
Room 107



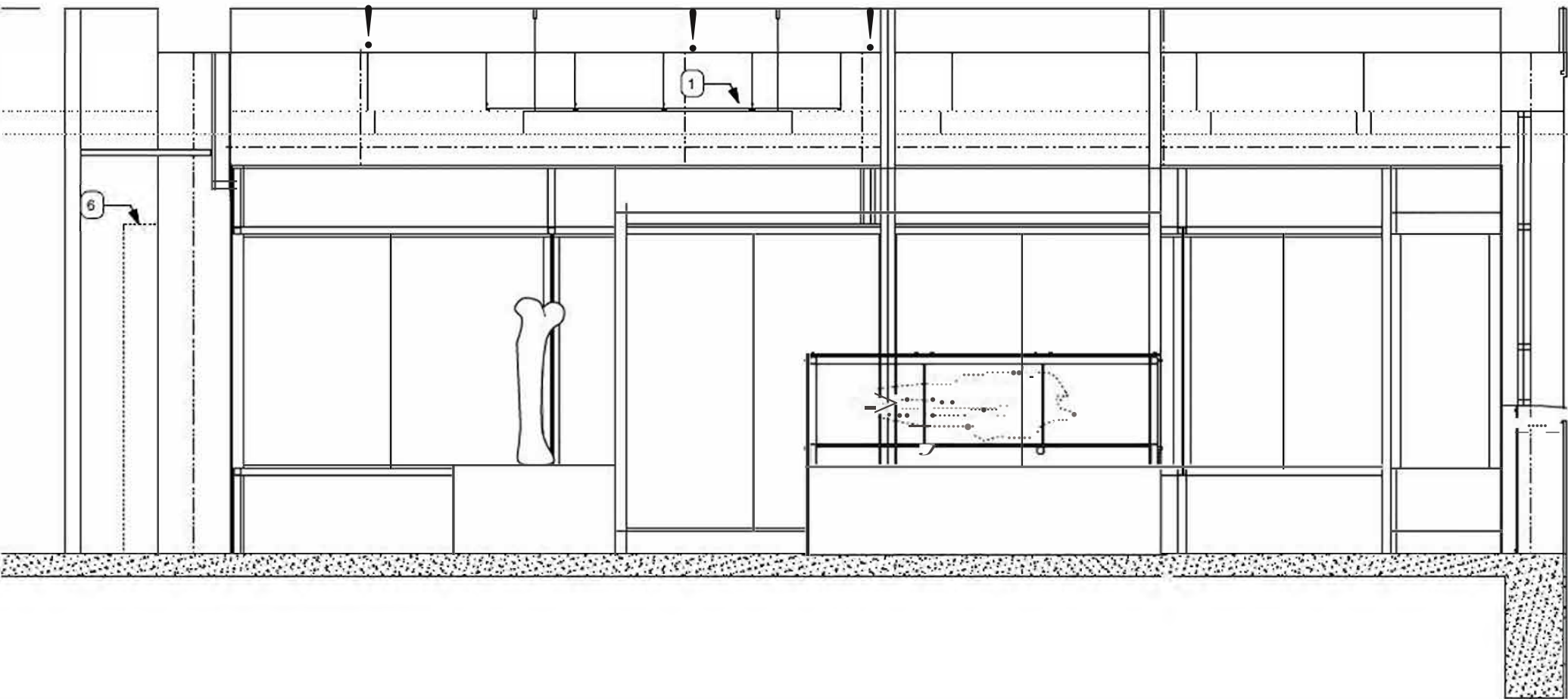
N↑



1 Phasing and Casework Plan
Scale: 3/8" = 1'-0"



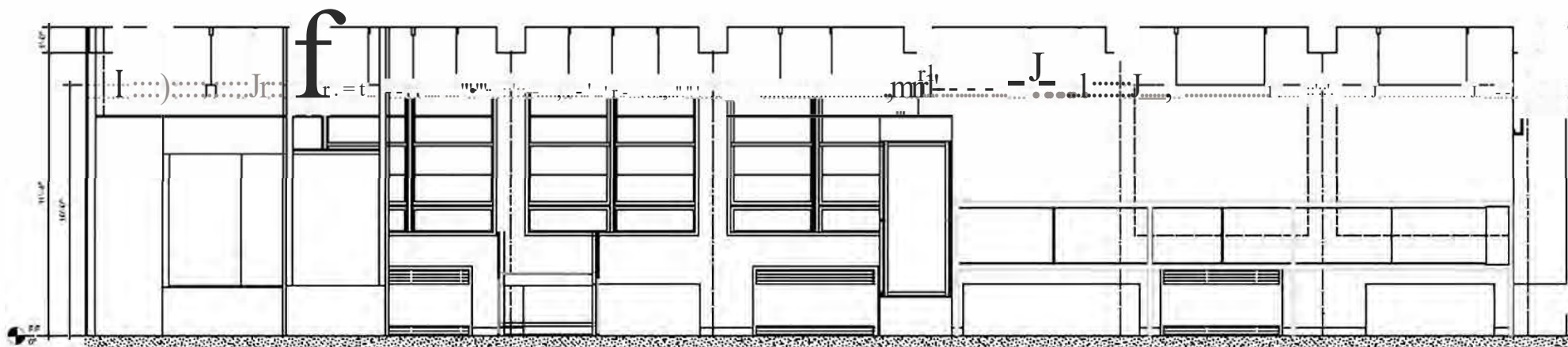
1 E-W Section Looking N
A3.1 Scale: 3/8" = 1'-0"



2
A3.1

E-W Section Looking S

Scale: 3/16" = 1'-0"



1 N-S Section Looking W 2
A3.0 / Scale: 3/8" = 1'-0"

**REQUEST FOR CAPITAL PROJECT CONSTRUCTION APPROVAL for
NORTHROP HALL RADIOGENIC ISOTOPES LAB HVAC
UNIVERSITY OF NEW MEXICO**

March 8th, 2022

REQUESTED ACTION:

In accordance with Section 7.12 of the Board of Regents Policy Manual and as required by the New Mexico Higher Education Department and New Mexico State Board of Finance, project approval is requested for **Radiogenic Isotopes Lab HVAC Improvements in Northrop Hall, at the Albuquerque Main Campus.**

PROJECT DESCRIPTION:

A0024-Northrop Hall is 76,745 gross square feet (GSF) and comprised primarily of research laboratories and cleanrooms, with some administrative office and instruction spaces.

Removal of the no-longer-necessary Thermal Ionization Mass Spectrometer (TIMS) and relocation of the more-capable Multicolor Inductively-Coupled Plasma-Mass Spectrometer (MC ICP-MS) are required to support the research done in the Radiogenic Isotopes Labs. Upgrades to the HVAC systems and the controls systems serving those labs are required to provide an operable laboratory environment (class 100, +/-1°F) and to support the process equipment and the specialized research done there.

This project will: 1) remove and salvage the existing TIMS and its appurtenances from laboratory 307C, 2) relocate the existing MC ICP-MS and its appurtenances from laboratory 308B to laboratory 307C, 3) replace the exhaust fans serving the Radiogenic Isotopes Labs with new fans and exhaust stacks, 4) replace the lab Makeup Air Handler (MAH) components necessary to achieve design cooling and heating capacity, airflows and pressurization and to meet modern refrigerant use standards as well as the strict micro contamination requirements of the laboratory, and 5) upgrade the existing controls system to modern digital controls standards for control of the lab HVAC.

PROJECT RATIONALE:

The UNM Radiogenic Isotopes Labs were founded, and are directed by Dr. Yemane Asmerom, a distinguished professor of isotope geochemistry in the UNM Department of Earth & Planetary Sciences. Over the last decade, Dr. Asmerom has been part of the leading edge in the technical, conceptual, and applied developments in uranium-series isotope geochemistry.

The research done in the Radiogenic Isotopes Labs requires that the MC ICP-MS be relocated adjacent to the clean lab. The HVAC system serving the clean lab areas, although highly specialized and well-constructed, does not have the thermal or airflow capacities to support the equipment and lab pressurization requirements. The refrigeration system serving the Tisdale Makeup Air Handler is based on the refrigerant R-22, the production or importation of which has been banned in the US by the EPA as of January 1, 2020. The HVAC controls system, although

Direct-Digital-Control (DDC) -based, is outdated and will require upgrades to control the new HVAC system/components.

FUNDING:

The total estimated Project Budget is \$375,000:

- \$375,000 is funded from 2021 Severance Tax Bonds

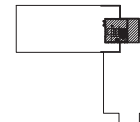
The map displays the Cornell University campus with a red circle highlighting the location of the Northrop Hall Radiogenic Isotopes Lab HVAC. The map includes various streets and landmarks, such as University Blvd, Las Lomas Rd, Roma Ave, Redondo Rd, and Johnson Field. Other labeled areas include 'STUDENT', 'HOUSING', 'Johnson Field', and 'Duck Pond'. The map is oriented with North at the top.

[illegible]

MECHANICAL EQUIPMENT SCHEDULE												
MARK	DESCRIPTION	VOLT/ PHASE	HP	KW	FLA	MCA	MOP	STARTER	DISCONNECT FEEDER SIZE	FEEDER	CIRCUIT	SPECIFIC NOTES
AHJ-1	AIR HANDLING UNIT RETURN FAN	208/3	10						100A/3P 100A/3P 50A/3P	50A (3WG)	R-15,15,17	4
AHJ-1S	AIR HANDLING UNIT SUPPLY FAN	208/3	10						100A/3P 50A/3P	50A (3WG)	R-25,27,29	4
CL-1	CONDENSING UNIT	208/3		48		150.2	200		FACTORY SPECIFIED	200A (3WG)	PANEL R	1,3,5
EF-1	EXHAUST FAN	208/3	1/2					COMBO FVNA	COMBO 30A 40P	20A (3WG)	EXTENDING FROM EF-2	2
EF-2	EXHAUST FAN	208/3	1-1/2					COMBO FVNA	COMBO 30A 50P	20A (3WG)	EXISTING SAVED FROM DEMOLITION	2
EF-3	EXHAUST FAN	208/3	3/4					COMBO FVNA	COMBO 30A 50P	20A (3WG)	EXISTING SAVED FROM DEMOLITION	2
GENERAL NOTES:												
A. SEE SPECIFICATIONS FOR ELECTRICAL DIVISION AND MECHANICAL DIVISION MOTOR STARTER COORDINATION.												
B. PROVIDE PNEUMATIC PROTECTION FOR ALL THREE PHASE MOTORS ABOVE 7-1/2 HP.												
C. PROVIDE ALL EXTERIOR DISCONNECTS WITH NEMA 3R RATING.												
D. FEEDER SCHEDULE IS LISTED WITH ONLY A HORSEPOWER RATING THE DISCONNECT AND FEEDER ARE SIZED PER THE W.E.C.												
SPECIFIC NOTES:												
1. WHEN EQUIPPED FOR AMBIENT TEMPERATURE DERATING BASED ON CONDUIT EXPOSED ON ROOF OR R/ ROOF CURBS SUPPORTS.												
2. PROVIDE AMBITION STARTER/CONDUCTOR FULL VOLTAGE, NON-REVERSING, SIZE & VERIFY FEEDER SIZES WITH MANUFACTURER'S LITERATURE.												
3. UNIT COMES WITH FACTORY INSTALLED SERVICE REFLECTOR/REQUIRE SEPARATE CIRCUIT												
4. PROVIDE NEW 200A/3P CIRCUIT BREAKER IN AVAILABLE SPACE IN PANEL R.												
5. PROVIDE NEW 200A/3P CIRCUIT BREAKER IN AVAILABLE SPACE IN PANEL R.												

GENERAL NOTES:

- | | |
|--|---|
|  <p>ES&G BUILDINGWORKS
systems fulfilled</p> <p>100% SATISFACTION GUARANTEE (FIRST CALL ONLY)
303.278.3820
www.esandgbuildingworks.com</p> |  <div style="text-align: center;"> <p>SEAL</p> <p>100% CDs
FOR REVIEW</p> </div> <div style="text-align: center; margin-top: 20px;"> <p>UNIVERSITY OF NEW MEXICO
NORTHROP HALL
221 YALE BLVD. N.E.</p> </div> |
| <p>Current Issue:</p> <p style="text-align: center;">50% Construction Documents</p> | |
| <p>Issued:</p> <p>Progress Set</p> | <p style="text-align: right;">06.19.2017</p> |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| <p>Sheet Title:</p> <p style="text-align: center;">ELECTRICAL
COVER SHEET</p> | |
| <p>Date:</p> <p>Designed:</p> <p>Reviewed:</p> <p>Project No:</p> | <p style="text-align: right;">06.19.2017</p> <p style="text-align: right;">PJM</p> <p style="text-align: right;">ODD</p> <p style="text-align: right;">06.17.06</p> |
| <p>Sheet No:</p> <p style="text-align: center; font-size: 2em;">E-001</p> | |
| <p>Scale:</p> | <p style="text-align: right;">As Shown</p> |



ED-104

- A. ELECTRICAL CONTRACTOR TO FIELD VERIFY ALL EXISTING ELECTRICAL DEVICES THAT PERTAIN TO THIS PROJECT. PROVIDE A REASONABLE ALLOWANCE FOR ITEMS REQUIRED TO BE DEMOLISHED THAT ARE NOT INDICATED ON THESE PLANS.
- B. CONTRACTOR SHALL PATCH, PAINT AND REPAIR BACK TO ORIGINAL CONDITION ANY DAMAGE ON WALLS, CEILINGS, FLOOR, ETC. AS RESULT OF DEMOLITION.
- C. ALL LIGHTS, SWITCHES, DEVICES, ETC. INDICATED ARE TO BE REMOVED UNLESS NOTED OTHERWISE.
- D. CONTRACTOR SHALL MAINTAIN CIRCUIT CONTINUITY FOR ANY ELECTRICAL DEVICES TO REMAIN.
- E. ANY EXISTING DEVICES TO REMAIN IN PLACE SHALL BE REPLACED WITH NEW WHITE DEVICE AND COVER PLATE.

1. DISCONNECT AIR HANDLING UNIT. REMOVE ASSOCIATED WIRING. RE-LABEL CIRCUIT AS "SPARE" IN PANEL. EXISTING CONDUIT MAY REMAIN FOR REUSE.
2. DISCONNECT CONDENSING UNIT. REMOVE ASSOCIATED WIRING AND CONDUIT BACK TO SOURCE. LABEL CIRCUIT AS "SPARE" AND TURN BREAKERS OFF.
3. REMOVE COMBINATION STARTER AND DISCONNECT EXHAUST FAN. RETAIN CONDUIT AND WIRING FOR FAN FOR NEW UNIT.
4. REMOVE DUCT DETECTOR. FIELD VERIFY LOCATION. REMOVE CONDUIT AND WIRING BETWEEN ROOFTOP UNIT AND EXHAUST FANS AND REMOVE CONTROL WIRING.
5. DISCONNECT 120V CIRCUIT SERVING RECEPTACLES AND LIGHTING INSIDE AIR HANDLING UNIT. RETAIN HOMERUN CONDUIT AND WIRING IN PLACE FOR REUSE.



100% CD'S
FOR REVIEW

UNIVERSITY OF NEW MEXICO
NORTHROP HALL
221 YALE BLVD. N.E.

[illegible]

Date:	06.19.2017
Designed:	PJM
Reviewed:	DGD
Project No:	9817.00

Scale: As Shown



- A. ALL WIRING SHALL BE #12 AWG UNLESS NOTED OTHERWISE.
- B. ALL NEW CIRCUITS ARE SHOWN IN BOLD IN PANEL SCHEDULE. ALL EXISTING CIRCUITS ARE SHOWN FOR REFERENCE ONLY. CONTRACTOR TO FIELD VERIFY.
- C. REFER TO MECHANICAL PLANS FOR NEW EQUIPMENT CONNECTIONS.

1. ALL CONDUIT, BOXES, FITTINGS IN THIS ROOM INCLUDING ABOVE CEILING SHALL BE PVC. PVC SCHEDULE 40 SHALL BE USED FOR ALL CONDUIT, CONDUIT BOXES AND FITTINGS. NO METAL IS ALLOWED.
2. PROVIDE BOX AT 5'4" ABOVE CONDUIT FOR STUBBED ABOVE CEILING FOR 1-STAT PROVIDED BY MECHANICAL.
3. CONNECT RELOCATED TIME UNIT, EXTEND 20A (2W) FROM EXISTING 20A-3P CIRCUIT BREAKER IN PANEL, SP1.
4. INSTALL DISCONNECT RETAINED DURING DEMOLITION, PROVIDE 40A (4W0), BACK TO 40A-3P CIRCUIT BREAKER IN PANEL. THE DISCONNECT SHALL BE IN 1/4"MC FROM LOAD SIDE OF DISCONNECT TO RELOCATED POWER CONSUMER.
5. INSTALL DISCONNECT RETAINED DURING DEMOLITION, PROVIDE 55A (4W0), 4W0 AND #10G IN 3/4"C, BACK TO 50A-3P CIRCUIT BREAKER IN PANEL 1. THE DISCONNECT SHALL BE IN 1/4"MC FROM LOAD SIDE OF DISCONNECT TO RELOCATED UPS.



100% CD'S
FOR REVIEW

UNIVERSITY OF NEW MEXICO
NORTHROP HALL
221 YALE BLVD. N.E.

Issued:

Sheet Title:

ELECTRICAL

3RD FLOOR PLAN

Date:	06.19.2017
-------	------------

Designed:	PJM
Reviewed:	DGD

Project No:	9817.00
-------------	---------

Sheet No:

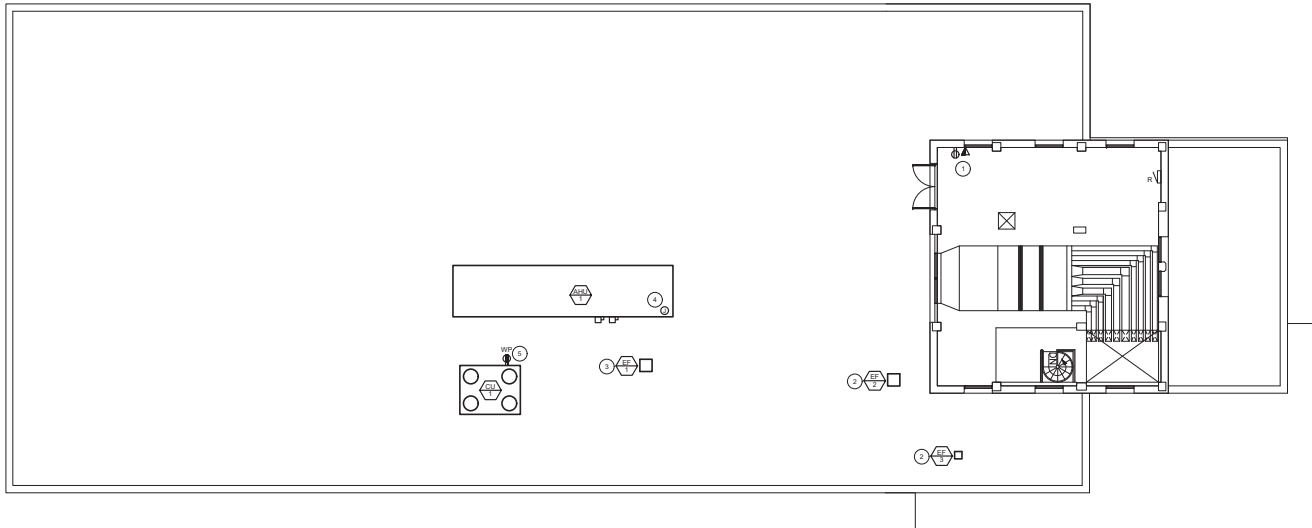
F-103

E 199

Scale: As Shown



09/28/17 9:55:57 AM S:\PROJECTS\1700\1700 UNM NORTHROP HALL AIR HANDLER REPLACEMENT\DRAWINGS\0901 E-10.DWG



1 ELECTRICAL ROOF PLAN
SCALE: 1/8" = 1'-0"

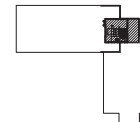


NOTES:

- ALL WIRING SHALL BE #12 AWG UNLESS NOTED OTHERWISE.
- ALL NEW CIRCUITS ARE SHOWN IN BOLD IN PANEL SCHEDULE. ALL EXISTING CIRCUITS ARE SHOWN FOR REFERENCE ONLY. CONTRACTOR TO FIELD VERIFY.
- REFER TO MECHANICAL PLANS FOR NEW EQUIPMENT CONNECTIONS.

FLAG NOTES:

- PROVIDE RECEPTACLE AND DATA OUTLET FOR HVAC CONTROL CABINET. REFER TO MECHANICAL FOR LOCATION. EXTEND 120V POWER FROM NEAREST SOURCE. VERIFY CONNECTED LOAD DOES NOT EXCEED 16A. EXTEND DATA CABLE FROM NEAREST IDF ROOM. COORDINATE LOCATION AND CABLEING REQUIREMENTS WITH CAMPUS IT.
- RECONNECT EXISTING WIRING AND CONDUIT RETAINED DURING DEMOLITION TO NEW EXHAUST FANS.
- EXTEND 20A/3P BRANCH CIRCUIT FROM EF-3 TO NEW EF-1.
- CONNECT INTERIOR LIGHTING, PREWIRED FROM FACTORY, TO 120V BRANCH CIRCUIT RETAINED DURING DEMOLITION.
- EXTEND 120V BRANCH CIRCUIT SERVING AHU-1 LIGHTING TO SERVICE RECEPTACLE BUILT-IN TO CU-1.



KEYPLAN
4TH FLOOR PLAN



SEAL

100% CDs
FOR REVIEW

UNIVERSITY OF NEW MEXICO
NORTHROP HALL
221 YALE BLVD. N.E.

Current Issue:

50% Construction Documents

Issued:

Progress Set

06/19/2017

Sheet Title:
ELECTRICAL
ROOF PLAN

Date:

06/19/2017

Designed:

PJM

Reviewed:

CSD

Project No:

0817-00

Sheet No:



























































































































































































































E-104

Scale:

As Shown

MECHANICAL SHEET INDEX		ISSUE LOG											
#	TITLE	DATE	BY	CHKD	APPD	DESCRIPTION	DATE	BY	CHKD	APPD	DESCRIPTION	DATE	BY
M-001	MECHANICAL COVER SHEET	06/15/17											
M-002	MECHANICAL GENERAL NOTES	06/15/17											
M-003	MECHANICAL GENERAL NOTES	06/15/17											
M-103	MECHANICAL DEMOLITION 3RD FLOOR PLAN	06/15/17											
M-104	MECHANICAL DEMOLITION ROOF PLAN	06/15/17											
M-103	MECHANICAL 3RD FLOOR PLAN	06/15/17											
M-103	MECHANICAL PIPING PLAN	06/15/17											
M-104	MECHANICAL ROOF PLAN	06/15/17											
M-201	ZONE PRESSURIZATION PLAN	06/15/17											
M-501	MECHANICAL SCHEDULES AND DETAILS	06/15/17											
M-701	MECHANICAL CONTROLS	06/15/17											
M-702	MECHANICAL CONTROLS	06/15/17											

ISSUE LOG KEY:
"Y" ISSUED AS PART OF A SET
"N" NOT PART OF SET
"I" ISSUED FOR INFORMATION ONLY

MECHANICAL SYSTEMS LEGEND									
PIPING SYMBOLS		EQUIPMENT ABBREVIATIONS		PLAN ABBREVIATIONS		PIPING DESIGNATIONS		DUCTWORK LEGEND	
	90° ELBOW ON		AIR HANDLING UNIT		AIR ASBESTOS VALVE		CONDENSER SUPPLY		DESCRIPTION
	90° ELBOW UP		AIR SEPARATOR		ABOVE		CONDENSER RETURN		DOUBLE LINE
	TEE DOWN		BOLER (HOT WATER)		ABOVE FINISHED FLOOR				90° ELBOW DOWN (ROUND DUCT ONLY)
	TEE UP		BASE BOARD		ABOVE FINISHED GRADE		CHILLED WATER SUPPLY		ROUND 90° ELBOW UP (ROUND DUCT ONLY)
	BUTTERFLY VALVE		BUFFER TANK		AUTOMATIC		CHILLED WATER RETURN		OFFSET TO CHANGE ELEVATION (AT 30° WHEN POSSIBLE) D = DROP H = RISE
	SHUT OFF (BALL, GATE, BUTTERFLY)		COOLING COIL		BUILDING CONTROL SYSTEM		CLOSED CONDENSER SUPPLY		ROUND RADIUS ELBOW
	GLOBE VALVE IN RISER		CHILLER		BACK DRAFT DAMPER		CLOSED CONDENSER RETURN		90° STRAIGHT TEE
	CHECK VALVE		CHRIC PUMP		CONTROLS CONTRACTOR				90° CONICAL TEE
	FLOW CONTROL VALVE		COOLING TOWER		CONTINUATION DESIGN BUILD BY CONTRACTOR		GROUND LOOP SUPPLY		45° BRANCH
	BALL VALVE		CABINET UNIT HEATER		CUBIC FEET PER MINUTE (AIR FLOW RATE)		GROUND LOOP RETURN		90° CONICAL TEE
	PLUG OR BALANCING VALVE		CONSTANT VOLUME BOX		CEILING (OR COOLING)		GLYCOL FEED		45° CONICAL TEE
	FLOW BALANCING VALVE		DUCT COIL		CLEANOUT		GEOTHERMAL (OR GROUND) LOOP SUPPLY		SIZE OR SHAPE TRANSITION
	PLUG VALVE IN RISER		DISHWASHER EXHAUST FAN		CONCRETE		GEOTHERMAL (OR GROUND) LOOP RETURN		ROUND FLEXIBLE DUCT
	GATE OR GLOBE VALVE IN RISER		ELECTRIC BASEBOARD HEATER		CONDENSATE		HEATING WATER SUPPLY		90° ELBOW DN (NEGATIVE PRESSURE)
	DRAIN VALVE W/ HOSE END		EVAPORATIVE COOLING UNIT		CONNECT (OR CONNECTION)		HEATING WATER RETURN		90° ELBOW UP (POSITIVE PRESSURE)
	TEMPERATURE CONTROL VALVE (2-WAY)		EXHAUST FAN		CONTRACTOR		HEATING WATER SUPPLY (LOW TEMP)		90° ELBOW UP (NEGATIVE PRESSURE)
	TEMPERATURE CONTROL VALVE (3-WAY)		ENERGY RECOVERY UNIT		CLEANOUT TO GRADE		HEATING WATER SUPPLY (HIGH TEMP)		90° ELBOW UP (POSITIVE PRESSURE)
	PRESSURE REDUCING VALVE		EXPANSION TANK		COLD WATER		SNOWMELT SUPPLY		ROUND DUCT SPLIT
	SOLENOID VALVE		ELECTRIC WATER HEATER		DOMESTIC HOT WATER RECIRC		SNOWMELT RETURN		SPLIT BRANCH TAKE-OFF WITH SQUARE ELBOW & SPLITTER DAMPER
	VENTURI/LOW INDICATOR		FURNACE		DOMESTIC HOT WATER				SPLIT BRANCH TAKE-OFF WITH RADIUS ELBOW & SPLITTER DAMPER
	PUMP & EQUIPMENT CONNECTOR		FAN COIL		DOMESTIC WATER		FLOOR COOLING RETURN		POSITIVE PRESSURE RISER, TYPICALLY SUPPLY
	PIPE UNION		FAN POWERED BOX		DOMESTIC HOT WATER RECIRC				NEGATIVE PRESSURE RISER, TYPICALLY RETURN, EXHAUST OR OUTSIDE AIR
	DOUBLE CHECK BACKFLOW PREVENTER		GLYCOL FEEDER		EXISTING		LOW PRESSURE STEAM		COMBINATION FIRE & SMOKE DAMPER
	PIPE ANCHOR		HUMIDIFIER		EXHAUST AIR		MEDIUM PRESSURE STEAM		FIRE DAMPER
	PIPE EXPANSION JOINT		HEATING COIL		ENTERING AIR TEMPERATURE		MEDIUM PRESSURE CONDENSATE RETURN		SMOKE DAMPER
	FLEXIBLE CONNECTOR		HEAT PUMP		ELECTRICAL CONTRACTOR		LOW PRESSURE CONDENSATE RETURN		MANUAL VOLUME DAMPER, SINGLE BLADE DAMPER (SBD) FOR ROUND OR <10" TALL, OPPOSED BLADE DAMPER (OBD) >10" TALL
	SAFETY RELIEF VALVE		HEAT EXCHANGER		ENTERING WATER TEMPERATURE				BACKDRAFT DAMPER
	AIR VENT		KITCHEN EXHAUST FAN		EXHAUST				SMOKE DETECTOR
	PRESSURE - TEMP. TAP		MAKE-UP AIR UNIT		FIRE DAMPER				DUCT SIZE: FIRST NUMBER IS PLAN WIDTH, SECOND NUMBER IS DEPTH
	PRESSURE GAUGE W/ PIG TAIL & COCK		MOTOR CONTROL CENTER		FOR FURTHER INFORMATION		COMPRESSED AIR PIPE		
	THERMOMETER		MIXING VALVE		COMBINATION FIRE/SMOKE DAMPER				
	VACUUM BREAKER		PUMP		GENERAL CONTRACTOR				
	STRAINER W/ BLOW-OFF VALVE		RADIANT ZONE		GROUND HEAT EXCHANGER				
	SHOCK ABSORBER		SNOWMELT AREA		GALLONS PER MINUTE (WATER FLOW RATE)				
	FLOW SWITCH		SUMP BASIN		HORSEPOWER				
	HORIZONTAL CLEANOUT		SUPPLY FAN		HOT WATER				
	VERTICAL CLEANOUT		SUMP PUMP		HOT WATER RECIRC				
	FLOOR DRAIN		STORAGE TANK		IN LIEU OF				
	FLOOR SINK		THERMOSTATIC MIXING VALVE		KILOWATTS				
	ROOF DRAIN		UNIT HEATER		LEAVING AIR TEMPERATURE				
	DECK/ROOF DRAIN ABOVE		VARIABLE VOLUME BOX W/ REHEAT		LEAVING FOOT				
	TEMPERATURE CONTROLLER OR SENSOR		VARIABLE VOLUME BOX		LEAVING WATER TEMPERATURE				
	HOSE BIBB		WATER HEATER		MECHANICAL CONTRACTOR				
	WALL HYDRANT		WATER		MANUFACTURER				
	STEAM TRAP TEST CHAMBER		MOTOR OPERATED DAMPER		NEW				
	STEAM TRAP		NORMALLY CLOSED		NATIONAL ELECTRIC CODE				
	PI-FLOAT & THERMOSTATIC TO THERMODYNAMIC		NOT IN CONTRACT		NORMALLY OPEN				
	INVERTED BUCHEIT TS THERMOSTATIC		OUTSIDE AIR		OPPOSED BLADE VOLUME DAMPER				
	IP-BALANCED PRESSURE		ON CENTER		OUTSIDE AIR				
			RETURN AIR		REFER TO:				
			REQUIRED		REQUIREMENTS				
			SUPPLY AIR		SQUARE FOOT (FEET)				
			STATIC PRESSURE		STAINLESS STEEL				
			THROW-AWAY (TRANSFER AIR)		TYPICAL				
			UNLESS NOTED OTHERWISE		WITH				
			WITHOUT		WALL CLEANOUT				
			WITH REGARD TO		WATER COOLED				
			VENT THRU ROOF		TRANSFER				
			DIAMETER						

NOTES

1. ALL SYMBOLS, ABBREVIATIONS, AND DESIGNATIONS ON LEGEND SHEET ARE NOT NECESSARILY USED ON THIS PROJECT.

2. THIS DRAWING SET CONSISTS OF DATA GENERATED, IN PART, BY OTHER PARTIES. NOT ALL SYMBOLS AND NOTATION CONVENTIONS OCCURRING IN THIS DRAWING SET ARE NECESSARILY DERIVED FROM THESE LEGENDS. CONSULT THE ENGINEER IN THE EVENT SYMBOLLOGY OR NOTATION INTERPRETATION IS REQUIRED.

PROJECT ALTITUDE

5,300' ABOVE SEA LEVEL

REFERENCE SAMPLE

RE: BAKMOD FF1

FF1 = FOR FURTHER INFORMATION
FCT = FOR CONTINUATION

SHEET NUMBER

DRAWING NUMBER OR
DIAGRAM LETTER

REFER TO:

GENERAL NOTES (MECHANICAL SPECIFICATIONS)

1. DO NOT SCALE DRAWINGS. VERIFY DIMENSIONS IN FIELD PRIOR TO COMMENCEMENT OF WORK. REFER TO ARCHITECTURAL DRAWINGS FOR ALL DIMENSIONS.
2. ALL SUBCONTRACTORS SHALL BE LICENSED, EXPERIENCED, AND THOROUGHLY KNOWLEDGEABLE IN THEIR RESPECTIVE AREAS OF THE CONSTRUCTION INDUSTRY AND SHALL PERFORM IN A RESPONSIBLE MANNER WITH ESTABLISHED CONSTRUCTION SEQUENCE, SHALL RECOGNIZE THE PRIORITY OF THE CONSTRUCTION DOCUMENTS, AND SHALL INFORM THE PRIME CONTRACTOR OF POTENTIAL PROBLEMS WHEN THE CONSTRUCTION DOCUMENTS ARE UNCLEAR OR INCONSISTENT.
3. SUBCONTRACTORS SHALL BE RESPONSIBLE TO NOTIFY THE PRIME CONTRACTOR OF DISCREPANCIES OR CONFLICTS IN THE CONSTRUCTION DOCUMENTS FOUND DURING BIDDING AND/OR PRIOR TO PERFORMING THE WORK.
4. EXAMINATION OF BIDDING DOCUMENTS.
- A. EACH BIDDER SHALL EXAMINE THE BIDDING DOCUMENTS CAREFULLY, AND NOT LATER THAN SEVEN (7) DAYS PRIOR TO THE DATE OF BIDS. SHALL MAKE WRITTEN REQUEST TO THE ARCHITECT FOR INTERPRETATION OR CORRECTION OF ANY DISCREPANCIES, AMBIGUITIES, INCONSISTENCIES, OR ERRORS THEREIN WHICH HE MAY DISCOVER. THE ARCHITECT WILL ISSUE ANY INTERPRETATION OR CORRECTION AS AN ADDENDUM. ONLY A WRITTEN INTERPRETATION OR CORRECTION BY ADDENDUM SHALL BE BINDING. NO BIDDER SHALL RELY UPON INTERPRETATIONS OR CORRECTIONS GIVEN BY ANY OTHER METHOD. IF DISCREPANCIES, AMBIGUITIES, INCONSISTENCIES, OR ERRORS ARE NOT COVERED BY ADDENDUM OR WRITTEN DIRECTIVE, CONTRACTOR SHALL INCLUDE HIS BID, LABOR MATERIALS AND METHODS OF CONSTRUCTION RESULTING IN HIGHER COST. AFTER AWARD OF CONTRACT, NO ALLOWANCE OR EXTRA COMPENSATION WILL BE MADE ON BEHALF OF THE CONTRACTOR DUE TO HIS FAILURE TO MAKE THE WRITTEN REQUESTS AS DESCRIBED ABOVE.
- B. FAILURE TO REQUEST CLARIFICATION DURING THE BID PERIOD OF ANY INADEQUACY, OMISSION, OR CONFLICT WILL NOT RELIEVE THE CONTRACTOR OF HIS RESPONSIBILITIES. THE SIGNING OF THE CONTRACT WILL BE CONSIDERED AS IMPLICITLY ENDORSEING THAT THE CONTRACTOR HAS A THOROUGH COMPREHENSION OF THE FULL INTENT AND SCOPE OF THE CONSTRUCTION CONTRACT DRAWINGS AND SPECIFICATIONS.
6. PROVIDE A BASE BID WHICH SHALL INCLUDE ONLY SPECIFIED EQUIPMENT OR EQUIPMENT LISTED AS EQUIVALENT. NO SUBSTITUTIONS FOR THE LISTED EQUIPMENT SHALL BE ALLOWED IN THE BASE BID.
- A. THE MANUFACTURER OF EQUIPMENT OR MATERIALS FIRST NAMED ON THE DRAWINGS IS THE BASIS OF DESIGN. OTHER MANUFACTURERS LISTED ARE CONSIDERED GENERAL EQUIVALENTS ONLY.
- B. COORDINATION OF GENERAL EQUIVALENTS AND SUBSTITUTIONS: WHERE CONTRACT DOCUMENTS PERMIT SELECTION FROM SEVERAL GENERAL EQUIVALENTS, OR WHERE SUBSTITUTIONS ARE ALLOWED, COORDINATE CLEARANCE AND OTHER INTERFACE REQUIREMENTS WITH MECHANICAL AND OTHER WORK.
- 1) PROVIDE NECESSARY ADDITIONAL ITEMS SO THAT SELECTED OR SUBSTITUTED ITEM OPERATES EQUIVALENT TO THE BASIS OF DESIGN AND PROPERLY FITS IN THE AVAILABLE SPACE ALLOCATED FOR THE BASIS OF DESIGN.
- 2) PROVIDE ALL FEATURES WHICH ARE STANDARD ON THE BASIS OF DESIGN PLUS ANY SPECIFIED OPTIONS.
- 3) BE RESPONSIBLE FOR ASSURING THAT PIPING, CONDUIT, DUCT, FLUE, AND OTHER SERVICE LOCATIONS FOR GENERAL EQUIVALENTS OR SUBSTITUTIONS DO NOT CAUSE ACCESS, SERVICE, OR OPERATIONAL DIFFICULTIES ANY GREATER THAT WOULD BE ENCOUNTERED WITH THE BASE DESIGN.
7. INASMUCH AS DESIGN FOR REMODEL AND/OR REHABILITATION REQUIRES THAT CERTAIN ASSUMPTIONS BE MADE REGARDING EXISTING CONDITIONS, AND BECAUSE SOME OF THESE ASSUMPTIONS CANNOT BE VERIFIED WITHOUT DESTROYING OTHERWISE ADEQUATE OR SERVICEABLE PORTIONS OF THE BUILDING, THE ENGINEER CANNOT ASSURE THE OWNER OR THE CONTRACTOR THAT THE PERSONAL CONSULTING SERVICES HEREIN ENCOMPASS ALL CONTINGENCIES. FIELD COORDINATION DURING CONSTRUCTION IS IMPERATIVE. MAKE REASONABLE ALLOWANCES FOR UNSEEN CONDITIONS.
8. BE RESPONSIBLE TO FIELD VERIFY EXISTING EQUIPMENT OR DUCTWORK REMAINING TO BE CONNECTED TO NEW OR EXISTING SYSTEMS. PROVIDE DUCTWORK, PIPING, CONTROLS, DIFFUSERS, ETC., AS REQUIRED TO RESTORE CONTINUITY OF SYSTEM (S), OR TO MAKE [NEW] WORK MEET EXISTING CONDITIONS, WHETHER INDICATED OR NOT.
9. SUBCONTRACTOR SHALL VERIFY EXISTENCE AND LOCATION OF ALL UTILITY SERVICES AND COORDINATE AS REQUIRED BY THEIR RESPECTIVE AREA OF THE CONSTRUCTION, NOTIFYING THE PRIME CONTRACTOR OF VARIATIONS OR CONFLICTS.
10. IF NOT SPECIFICALLY DEFINED IN THESE CONSTRUCTION DOCUMENTS, MATERIALS AND/OR EQUIPMENT SHALL BE IDENTIFIED BY THE SUBCONTRACTOR WITH SUFFICIENT TIME TO ALLOW SELECTION, PURCHASE, AND DELIVERY TO MAINTAIN CONSTRUCTION SCHEDULE.
11. PROVIDE MECHANICAL DEMOLITION AS REQUIRED. REFER TO ARCHITECTURAL, DEMOLITION DRAWINGS FOR LOCATION AND EXTENT OF DEMOLITION REQUIRED. VISIT SITE PRIOR TO BID TO DETERMINE EXTENT OF WORK INVOLVED (EXISTING FIXTURES, MECHANICAL EQUIPMENT, ETC., BEING REMOVED SHALL BE RETURNED TO THE OWNER. DISPOSE OF ALL REMOVED PIPING, DUCTWORK, ETC. UNLESS NOTED OTHERWISE. PIPES, DUCTWORK, EQUIPMENT, ETC. TO BE REMOVED, ARE SHOWN HATCHED, UNLESS OTHERWISE NOTED.
12. ALL DUCTWORK, DIFFUSERS, PIPING, FIXTURES, AND EQUIPMENT SHOWN IN LIGHT LINE WEIGHT IS EXISTING, NEW INDICATED BY HEAVIER LINE WEIGHT, EXCEPT WHERE NOTED. PIPES, DUCTWORK, EQUIPMENT, ETC. TO BE REMOVED, ARE SHOWN HATCHED.
13. OFFSET PIPING, DUCTWORK, ETC. AS NECESSARY TO ACCOMMODATE STRUCTURE, BEAMS, AND COLUMNS, AND EXISTING EQUIPMENT.
14. WORK SHALL BE PERFORMED IN A WORKMANLIKE MANNER TO THE SATISFACTION OF THE ARCHITECT, OWNER, AND ENGINEER.
15. IT IS THE CONTRACTORS RESPONSIBILITY TO PERFORM HISHER WORK IN CONFORMANCE WITH ALL APPLICABLE CODES, ORDINANCES AND LIFE SAFETY FEATURES AS REQUIRED BY LOCAL, STATE, OR NATIONAL AUTHORITIES. THE CONTRACTOR SHALL VERIFY WITH THE ARCHITECT IF MODIFICATION OF HISHER WORK IS REQUIRED FOR COMPLIANCE.
16. ALL WORK OF ALL TRADES MUST BE IN STRICT COMPLIANCE, OR EXCEED THE MINIMUM MATERIAL AND METHOD REQUIREMENTS OF THE 2012 VERSION OF THE UNIFORM MECHANICAL AND PLUMBING CODE, FIRE CODES AND THE 2014 NATIONAL ELECTRICAL CODE, MOST CURRENT NFPA, ALL LOCAL ORDINANCES AND AMENDMENTS AND MANUFACTURERS INSTALLATION RECOMMENDATIONS. IF A CONFLICT BETWEEN THOSE PUBLICATIONS EXISTS, THE MOST STRINGENT REQUIREMENT SHALL APPLY.
17. PAY FOR AND SECURE ALL REQUIRED PERMITS AND INSPECTIONS. PRIOR TO FINAL PAYMENT, TURN OVER TO ARCHITECT ALL CERTIFICATES OF COMPLETION.
18. WARRANTY THE INSTALLATION AGAINST DEFECTS IN MATERIALS AND WORKMANSHIP. THE WARRANTY SHALL BE FOR A PERIOD OF ONE YEAR AFTER OWNERS ACCEPTANCE. DEFECTS SHALL BE PROMPTLY REMEDIED WITHOUT COST TO THE OWNER.
19. SUBMIT RECORD DOCUMENTS TO ARCHITECT. DOCUMENTS SHALL INCLUDE ALL ADDENDUM ITEMS, CHANGE ORDERS, ALTERATIONS, REWORKS, ETC.
20. SYSTEMS SHALL BE COMPLETE, OPERABLE, AND READY FOR CONTINUOUS OPERATION PRIOR TO ACCEPTANCE BY THE OWNER.
21. SYSTEMS SHALL BE TESTED FOR PROPER OPERATION. PERFORM AT A MINIMUM ALL CODE REQUIRED TESTS OR SYSTEMS. IF TESTS OF WORK ARE DEFECTIVE, CONTRACTOR SHALL MAKE CORRECTIONS NECESSARY AT NO ADDITIONAL COST TO OWNER.
22. ALL MATERIALS AND/OR EQUIPMENT SHALL BE HANDLED AND INSTALLED AS PER MANUFACTURER'S SPECIFICATIONS AND RECOMMENDATIONS.
23. SUBMIT ALL MECHANICAL DIVISION SHOP DRAWING AND PRODUCT DATA AT ONE TIME. PARTIAL SUBMITTALS WILL BE REJECTED.
24. SHOP DRAWING SUBMITTALS SHALL STATE CAPACITIES, SIZES, ETC., OF ALL EQUIPMENT AND SHALL BE CERTIFIED BY THE MANUFACTURER. PROVIDE SPECIFIC SELECTIONS WHERE APPLICABLE. CLEARLY MARK EACH SHOP DRAWING, CATALOG CUT AND/OR SPECIFICATION SHEET TO INDICATE THOSE PRODUCTS AND FEATURES WHICH ARE INTENDED TO BE FURNISHED.

- SPECIFICALLY INDICATE ANY DEVIATIONS FROM THE DESIGN INTENT. ENGINEER RESERVES THE RIGHT TO REQUIRE CORRECTION AT NO COST TO OWNER FOR DEVIATIONS NOT SPECIFICALLY INDICATED IN THE SUBMITTALS. REVIEW AND APPROVAL OF SHOP DRAWINGS SHALL NOT RELIEVE THE CONTRACTOR FROM THE RESPONSIBILITY OF FURNISHING EQUIPMENT AND MATERIALS OF PROPER DIMENSION, SIZE, QUANTITY, QUALITY AND ALL PERFORMANCE CHARACTERISTICS TO EFFICIENTLY PERFORM THE REQUIREMENTS AND INTENT OF THE CONTRACT DOCUMENTS. SUBMITTAL SHALL BE BOUND AND INDEXED IN A NEAT AND ORDERLY MANNER.
25. SUBMITTALS SHALL INCLUDE, BUT NOT BE LIMITED TO: EQUIPMENT, FIXTURES, INSULATION, DIFFUSERS, PUMPS, FANS, PIPING, VALVES, BELTDRIVES, FURNACES, CONTROLS, AND FIRE PROTECTION.
26. FAILURE TO ORDER, OR RELEASE ORDER FOR MATERIALS AND/OR EQUIPMENT WILL NOT BE ACCEPTED AS A REASON TO SUBSTITUTE ALTERNATE MATERIALS, EQUIPMENT, OR INSTALLATION METHODS.
27. PROVIDE NECESSARY TRENCHING, BACKFILL, EXCAVATION, SUPPORTS, SAWCUTTING AND PATCHING, CONCRETE/PAVING, ETC., AS REQUIRED. BACKFILL TRENCHES IN 6" LAYERS AND TO 90% COMPACTION AND PATCH TO MATCH EXISTING GRADE.
28. REPAIR ALL ACCIDENTAL OR INTENTIONAL DAMAGE TO MATCH EXISTING CONSTRUCTION WITH NO NOTICEABLE DIFFERENCE IN CONTINUITY, APPEARANCE, OR FUNCTION.
29. TEMPORARY HEAT SHALL BE FURNISHED BY THE GENERAL CONTRACTOR. USE OF THE PERMANENT HEATING SYSTEM WILL NOT BE ALLOWED.
30. COORDINATE ALL PENETRATIONS OF THE FLOOR SLAB PRIOR TO COMMENCING WORK. UTILIZE X-RAY AND VISUAL INVESTIGATION OR EXISTING CONDITIONS PRIOR TO DRILLING OR CUTTING. COORDINATE ALL NEW PENETRATIONS WITH OTHER DIVISIONS OF THE WORK. ALL CONTRACTORS ARE INDIVIDUALLY RESPONSIBLE FOR ALL PENETRATIONS REQUIRED BY THEIR DIVISIONS.
31. FIRE STOPPING REQUIREMENT. PENETRATIONS THROUGH RATED WALLS AND FLOORS SHALL BE SEALED WITH A MATERIAL CAPABLE OF PREVENTING THE PASSAGE OF FLAMES AND HOT GASES WHEN SUBJECTED TO THE REQUIREMENTS OF THE TEST STANDARD SPECIFIC FOR FIRE STOPS. ASTM-E-814. ACCEPTABLE MATERIALS INCLUDE: DOW CORNING RTV FIRE STOP FOAM FOR BARE METAL CONDUIT, AND ELECTRICAL CABLE; 3M FIRE DAME 150 CAULK FOR BARE PIPE, METAL CONDUIT, AND BUILDING CONSTRUCTION GAPS; 3M CP-25 CAULK AND FS-195 INTUMESCENT STRIPS FOR INSULATED PIPES, PLASTIC PIPE OR CONDUIT, AND ELECTRICAL CABLE. SUBMIT UL LISTED APPLICATION DATA FOR EACH TYPE OF PENETRATION ENCOUNTERED.
32. DUCTS, PIPING, AND CONDUITS PENETRATING THROUGH ROOF SHALL HAVE ROOF FLASHING COMPATIBLE WITH THE ROOFING SYSTEM. SEE ARCHITECTURAL DRAWINGS. IN THE ABSENCE OF ANY OTHER REQUIREMENTS, PROVIDE SWEET LEAD TYPE FLASHING FOR PLUMBING VENTS IN BUILT-UP ROOFS, TALL CONE WITH EPDM BOOT FOR PIPE AND CONDUIT IN SINGLE PLY MEMBRANE ROOFS, AND CURBED ROOF PENETRATIONS IN ALL TYPES OF ROOF. INSTALLATION SHALL BE WATERTIGHT.
33. CAREFULLY VERIFY ELECTRICAL SERVICE VOLTAGE AND PHASE AVAILABLE.
34. MOUNT ALL STATS AT 48" AFF IN "ACCESSIBLE" AREAS, 48" AFF IN OTHER AREAS, UNLESS NOTED OTHERWISE. COORDINATE LOCATION WITH WALL FINISH, AND TO AVOID CASEWORK, FURNITURE, DOOR SWINGS, HEAT SOURCES, AND EXTERIOR WALLS. NOTIFY ENGINEER OF ANY CONFLICTS PRIOR TO BEGINNING THERMOSTAT INSTALLATION.
35. SUBMIT A WRITTEN BALANCE REPORT BY A NEBB OR AABC CERTIFIED BALANCING CONTRACTOR. BALANCING PROCEDURES SHALL BE IN ACCORDANCE WITH NEBB OR AABC GUIDELINES FOR POSITIONAL BALANCE. SUBMIT REPORT ON STANDARD NEBB FORMS OR SUBMIT FORMS FOR REVIEW PRIOR TO BALANCING. MEASUREMENTS SHALL INCLUDE ALL MOTOR AMPERAGE AND VOLTAGE READINGS, MOTOR AND FAN RPMs, STATIC PRESSURE AT INLET AND OUTLET OF ALL PACKAGED EQUIPMENT, FANS, COILS, AND FILTERS, PILOT TUBE MEASUREMENT OF SUPPLY, EXHAUST, RETURN, AND OUTSIDE AIR MAIN DUCTS, AT MINIMUM OUTSIDE AIR, AND 100% (ECONOMIZER) DISTRIBUTION THROUGH THE FANS OF FILTERS, AIR INLET AND OUTLETS, WATER FLOW AT ALL FLOW MEASUREMENT STATIONS, INLET AND OUTLET PRESSURE AT PUMPS WITH FLOW CALCULATED FROM THE PUMP CURVE, WATER FLOW, TEMPERATURE DROP, AND PRESSURE DROP AT ALL COILS.

- A. PROVIDE BELTS AND SHEAVES AS REQUIRED FOR DRIVE CHANGES TO ADJUST FAN SPEED.
- B. ADJUST FLOWS TO WITHIN 3% OF REQUIRED QUANTITY. WHERE ROOM AIR PRESSURE RELATIONSHIP ARE REQUIRED TO BE MAINTAINED AS SHOWN BY A DIFFERENTIAL OF SUPPLY AND EXHAUST RETURN OR BY NOTE, ADJUST SUPPLY TO WITHIN 3% AND THEN ADJUST EXHAUST/RETURN TO PROVIDE THE INDICATED ROOM PRESSURE. IF ACTUAL QUANTITY IS LESS THAN 80%, INVESTIGATE CAUSE, ATTEMPT TO RECTIFY AND NOTIFY ENGINEER. SUBMITTAL OF BALANCE REPORT WITH LESS THAN REQUIRED FLOWS WITHOUT EXPLANATION IS CAUSE FOR REJECTION OF REPORT.
- C. SUBMIT ONE (1) COPY OF ALL SUBMITTALS IN ADDITION TO ANY REQUIRED BY THE CONTRACTOR AND HIS SUPPLIERS.
- D. RETAIN ONE (1) COPY OF REVIEWED SUBMITTALS FOR INCLUSION IN THE OWNERS MANUAL.

A. DUCTWORK (LOW VELOCITY)

- 1) COMPLY WITH SMACNA'S THERMO PLASTIC DUCT CONSTRUCTION MANUAL.
- 2) PVC SHEETS: EXCEPT AS OTHERWISE INDICATED, FABRICATE DUCTWORK FROM STRESS RELIEVED PVC SHEETS. THE SHEETS SHALL BE EXTRUDED OR COMPRESSION MOLDED, DEPENDING ON GAUGE.
- 3) SEAMS AND JOINTS SHALL BE THERMALLY WELDED, UTILIZING PVC WELDING SPLINE.

- 4) RECTANGULAR DUCTING - THE SIZES OF RECTANGULAR DUCTING SHALL BE DETERMINED BY THE INSIDE DIMENSION. THERE ARE NO STANDARD SIZES FOR RECTANGULAR DUCTING UNLESS OTHERWISE SPECIFIED, THE TOLERANCE ON ORDERED SIZES SHALL BE ± 1/4" FOR DIMENSIONS 20 INCH AND UNDER AND ± ONE PERCENT ON DIMENSIONS GREATER THAN 20 INCH. WALL THICKNESS SHALL BE A MINIMUM OF 0.187".

B. STAINLESS STEEL DUCT WORK

- 1) COMPLY WITH SMACNA'S SHEET METAL DUCT CONSTRUCTION MANUAL.

48. DUCTWORK NOTES:

- A. DIFFUSER NECK SIZE IS SAME AS SUPPLY DUCT SIZE.
- B. UNLESS OTHERWISE NOTED, ALL CHANGES IN DIRECTION SHALL BE MADE WITH RADIUS ELBOWS WITH RADIUS TO CENTERLINE EQUAL TO 1.5 DUCT WIDTH.
- 1) WHERE REQUIRED FOR SPACE CONSTRAINTS, PROVIDE SQUARE THROAT ELBOWS WITH SINGLE WIDTH (NON-ARPOUL) TURNING VANES.
- 2) FOR DUCT DEPTHS OF 36" OR LESS, PROVIDE MANUFACTURED SINGLE WIDTH (NON-ARPOUL) TURNING VANES, WITH SPACING IN ACCORDANCE WITH SMACNA DUCT CONSTRUCTION STANDARDS FOR STANDARD SPACING. USE DOUBLE THICKNESS BLADES FOR DUCT DEPTHS GREATER THAN 36". USE NO TRAILING EDGES.
6. DRAIN PAN PIPING: NOT BURIED. TYPE "M" COPPER, WROUGHT COPPER FITTINGS, AND 95-5 SOLDER. BURIED: TYPE "L" COPPER, WROUGHT COPPER FITTINGS, AND 95-5 SOLDER. ALL BURIED PIPE SHALL BE SURROUNDED WITH 4" OF CLEAN SAND.
7. REFRIGERATION PIPING-TYPE "L": ACR GRADE COPPER, CLEANED, DEHYDRATED, AND CAPPED AT THE FACTORY. USE WROUGHT COPPER FITTINGS AND HARD SOLDER HAVING A MINIMUM MELTING POINT OF 1100 DEGREES F FOR BURIED LINES, 95-5 SOLDER FOR NON-BURIED LINES. VALVES AND SPECIALTIES SHALL BE STANDARD BRASS OR BRONZE VALVES FOR REFRIGERATION SERVICE. BURIED PIPE SHALL BE SURROUNDED BY 4" CLEAN SAND.
8. SUPPORT EACH AIR OR REFRIGERATION COMPRESSOR, BASE MOUNTED PUMP, AIR HANDLING UNIT AND FAN BY MASON INDUSTRIES OR EQUIVALENT SPRING TYPE VIBRATION ISOLATORS.
69. INDOOR PIPING INSULATION - INSULATE ALL HEATING WATER, STEAM AND CONDENSATE PIPING, CHILLED WATER, REFRIGERANT, DOMESTIC WATER, DOMESTIC HOT WATER, DOMESTIC HOT WATER REGULATION WITH UL APPROVED WHITE ALL SERVICE MINERAL FIBER SNAP-ON PIPE INSULATION. INSULATE FITTINGS WITH MINERAL FIBER BLANKET INSULATION AND PRE-MOLDED PVC COVERS. ALL MATERIALS SHALL HAVE A SMOKE DEVELOPED RATING OF 50 OR LESS AND A

FLAME SPREAD RATING OF 25 OR LESS. PROVIDE CALCIUM SILICATE THERMAL INSERT AT HANGERS AND SUPPORTS. INSULATION SHALL PASS UNINTERRUPTED THROUGH HANGERS. VAPOR BARRIERS SHALL BE CONTINUOUS AND SEALED WITH "NON-BREATHING" VAPOR BARRIER MASTIC ON PIPING OPERATING AT TEMPERATURES BELOW AMBIENT. ALL RAW EDGES OF INSULATION SHALL BE NEATLY TRIMMED AND SEALED WITH MASTIC.

INSULATION THICKNESS BELOW BASED ON INSULATION CONDUCTIVITY VALUE NOT EXCEEDING 0.27 BTU/(IN*HR*FT^2*F):

- 1) LOW PRESSURE STEAM @ 15 PSIG AND CONDENSATE: 3" DIA. AND LESS, 2.5" THICK; 4" DIA. AND GREATER, 3" THICK.
- 2) CHILLED WATER, BRINE AND REFRIGERANT (NOT LESS THAN 40°F): ALL PIPE SIZES, 1" THICK.
- 3) FOR PIPING SMALLER THAN 1-1/2" DIA. LOCATED IN PARTITIONS WITHIN CONDITIONED SPACES, INSULATION THICKNESS REDUCTION OF 1" NOT RESULTING IN AN INSULATION THICKNESS LESS THAN 1", SHALL BE ALLOWED. FOR DIRECT-BURIED HEATING OR HOT WATER PIPING, A REDUCTION OF 1-1/2" NOT RESULTING IN AN INSULATION THICKNESS LESS THAN 1", SHALL BE ALLOWED.
70. OUTDOOR PIPING INSULATION: INSULATE ALL STEAM AND CONDENSATE PIPING, REFRIGERANT PIPING WITH UL APPROVED, WHITE, ALL SERVICE, CELLULAR GLASS OR POLYISOCYANURATE, PRE-MOLDED, SNAP-ON, PIPE INSULATION. INSULATE FITTINGS WITH PRE-MOLDED INSULATING FITTINGS. VAPOR BARRIERS SHALL BE CONTINUOUS AND SEALED WITH "NON-BREATHING" VAPOR BARRIER MASTIC ON PIPING OPERATING AT TEMPERATURES BELOW AMBIENT. ALL RAW EDGES SHALL BE NEATLY TRIMMED AND SEALED WITH MASTIC. PROVIDE STAINLESS STEEL OR ALUMINUM JACKET WITH Z-SHAPED LOCKING SEAM.
71. IDENTIFICATION: LABEL ALL NEW PIPING AND EQUIPMENT. PROVIDE FULL BAND OR STRIP TYPE MARKERS AND FLOW ARROWS ON PIPING. PROVIDE ENGRAVED PLASTIC VALVE TAGS WITH VALVE NUMBER AND ATTACH WITH STANDARD CHAIN OR S-HOOKS. PROVIDE ENGRAVED PLASTIC SIGN ON OR NEAR SPECIFIED EQUIPMENT.



100% CDS FOR REVIEW

UNIVERSITY OF NEW MEXICO
NORTHROP HALL
221 YALE BLVD. N.E.

Current Issue
50% Construction Documents

Issued:
Progress Set
06/18/2017

Sheet Title
MECHANICAL
GENERAL NOTES

Date: 06/18/2017
Designed: KJB
Reviewed: PFW
Project No: 0817-00

Sheet No:

M-002

Scale: As Shown

09/28/17 9:56:34 AM S:\PROJECTS\170100 NORTHROP HALL AIR HANDLER REDESIGN\TSP\RAW\DWG\090817\0401.DWG

MECHANICAL EQUIPMENT SPECIFICATIONS

CONSTANT VOLUME MAKEUP AIR HANDLING UNIT - TWO ZONES

1.01 MANUFACTURERS

- A. BASIS OF DESIGN IS MUNTERS, OR EQUAL, ONE INDICATES THAT ALL CAPACITIES, DIMENSIONS, WEIGHTS, MATERIALS, AND PERFORMANCE CRITERIA ARE EQUAL OR BETTER THAN BASIS OF DESIGN. ALL COSTS INCURRED BY DESIGN DEVIATION SHALL BE THE RESPONSIBILITY OF THE MECHANICAL CONTRACTOR, INCLUDING OPERATING COSTS.

1.02 CASING

- A. BASE FRAME, THE BASE OF THE PACKAGE SHALL BE AN ALL-WELDED STRUCTURAL "C" CHANNEL STEEL FRAME WITH REQUIRED TUBULAR AND ANGULAR CROSS-MEMBERS AS REQUIRED TO MAINTAIN FLOOR RIGIDITY AND STIFFNESS AS ACT AS ISOLATOR SUPPORTS - ALL SOLD WELDED IN PLACE. THE BASE SHALL BE PAINTED WITH ONE COAT OF A LEAD-FREE, RUST-INHIBITING, ALYD METAL PRIMER, FOLLOWED BY TWO COATS CORROSION AND WEATHER RESISTANT 100% ACRYLIC LATEX PAINT. UNITS UP TO 300' LONG SHALL INCLUDE NO MORE THAN FOUR LIFTING LUGS. LUGS SHALL BE AN INTEGRAL PART OF THE STRUCTURAL FRAME AND SHALL BE ALL WELDED USING THREE-PASS WELDS. FRAME SHALL BE CONSTRUCTED TO LIMIT DEFLECTION TO 1/200TH OF ITS SPAN IN ANY DIRECTION, BOLTED OR SCREWED BASE FRAME AND FLOOR ASSEMBLIES ARE NOT ACCEPTABLE DUE TO THEIR POOR STRUCTURAL INTEGRITY AND PROPENSITY TO LEAK.

- B. CURB MOUNTED UNITS SHALL INCLUDE SELF-FLASHING RAILS THAT ALLOW THE PERIMETER CHANNEL TO OVERLAP THE CURB AND FORM A NATURAL WEATHER SEAL. EQUIPMENT THAT REQUIRES SEPARATE FLASHING BETWEEN THE CURB AND THE BASED OF THE UNIT SHALL BE UNACCEPTABLE.

- C. CABINET: UNIT CASING SHALL BE OF THE MONOCOQUE STRESSED SKIN DESIGN WITH 2-INCH DOUBLE-WALL, WATER-TIGHT CONSTRUCTION. WALLS AND ROOF SHALL HAVE AN 18-GAUGE OUTER SKIN (SEE CASING EXTERIOR FINISH OPTIONS BELOW) WITH A SOLID 22-GAUGE STAINLESS STEEL INNER LINER, AND A NON-METALIC PVC LINER (ALL INTERIOR SURFACES INCLUDING THE FLOOR SURFACE) DOWNSTREAM OF THE CARBON FILTERS. 2-INCH MINIMUM, 1.5 POUND DENSITY FIBERGLASS INSULATION SHALL BE SECURED BETWEEN THE INNER AND OUTER SKINS. THE INSULATION SHALL BE HELD BETWEEN THE INNER AND OUTER WALLS AND SHALL NOT BE EXPOSED TO ANY AIR STREAMS. ALL ROOF AND VERTICAL SEAMS SHALL BE POSITIVELY SEALED TO PREVENT WATER AND AIR LEAKAGE. ALL ROOF JOINTS SHALL INCORPORATE A FLANGED AND CARPED STANDING SEAM TO INSURE A WATER-TIGHT SEAL. OUTDOOR UNITS OVER EIGHT FEET WIDE SHALL HAVE A PITCHED ROOF TO ELIMINATE STANDING WATER ON THE UNIT. AIR LEAKAGE SHALL NOT EXCEED 1% AT 1-1/2 TIMES MAXIMUM UNIT OPERATING PRESSURE. ALL FASTENING HARDWARE BETWEEN WALL PANELS SHALL BE ENCAPSULATED WITHIN THE WALL FOR A CLEAN EXTERIOR APPEARANCE AND TO MINIMIZE EXTERIOR WALL PANEL PENETRATION. UNIT SHALL BE CONSTRUCTED TO LIMIT PANEL DEFLECTION TO 1/200TH OF ITS SPAN IN ANY DIRECTION.

- D. ACCESS DOORS: SELF-SUPPORTING HINGED ACCESS DOORS SHALL BE PROVIDED FOR ALL INTERNAL COMPONENTS REQUIRING PERIODIC MAINTENANCE OR INSPECTION. WEATHER-RESISTANT CLOSED-CELL NEOPRENE BULB TYPE GASKETS SHALL BE A MECHANICALLY FASTENED TO THE FRAME TO CREATE A SMOOTH CONTINUOUS SEAL, WITH LONG RADIUS CORNERS, AROUND THE ENTIRE PERIMETER OF THE DOOR WITH ONLY A SINGLE SPIKE POINT. THE ADVANTAGE OF SINGLE PIECE LONG RADIUS GASKET MATERIAL IS TO PREVENT SHARP CORNERS AND MULTIPLE SPIKE POINTS. THE DOOR SHALL BE INSULATED THE SAME AS THE UNIT CASING, AND DOUBLE-WALL CONSTRUCTED WITH FULL-LENGTH STAINLESS STEEL PLANK TYPE HINGES FOR RIGIDITY AND AIRTIGHT ENCLOSURE. A MINIMUM OF TWO ADJUSTABLE GLASS REINFORCED VINYL TYPE DOOR LATCHES SHALL BE FURNISHED FOR EACH HINGED DOOR. DOOR HANDLES SHALL BE PROVIDED WITH LARGE NYLON TAPERED ROLLER CAM FOR EASY OPERATION AND SUPERIOR GASKET DEPRESSION. EACH HINGED DOOR SHALL INCLUDE LOCKING MECHANISM THAT REQUIRES THE USE OF A TOOL TO OPEN FOR SAFETY AND SECURITY PURPOSES PRIOR TO UNIT STARTUP. HANDS SHALL BE OPERABLE FROM EITHER SIDE OF THE DOOR. DOOR FRAMES SHALL BE A MINIMUM 16 GAUGE ALUMINIZED OR 304L STAINLESS STEEL, WELDED AT THE CORNERS TO CREATE A CONTINUOUS RIGID SEALING SURFACE FOR THE DOOR. DOORS SHALL HAVE ADHESIVE BACKED STOPPERS APPLIED TO THEIR EXTERIOR SURFACES WHICH INDICATE THE UNIT CONTENTS THAT LIE BEHIND THAT DOOR. ALL EXTERIOR DOORS SHALL BE EQUIPPED WITH RAIN OR WATER RESISTANT GASKETS TO PREVENT WATER INLEAKAGE TO ALLOW REMOVAL OF INTERIOR COMPONENTS WITHOUT DISASSEMBLY OF THE WALL PANELS.

- A. HINGED DOORS SHALL INCLUDE DOOR TIE-BACKS.

- E. FLOORS: FLOORS SHALL BE CONSTRUCTED OF SEAM WELDED 16 GA STAINLESS STEEL WITH 2" SPRAY FOAM INSULATION UNDERNEATH. FLOORS AND ALL INTERIOR SURFACES DOWNSTREAM OF THE CARBON FILTER SECTION SHALL BE LINED WITH PVC. FLOORS SHALL HAVE AN UPTURNED FLANGE AROUND THE ENTIRE PERIMETER AND AROUND ALL INTERIOR CHASSES TO CONTAIN MOISTURE WITHIN THE UNIT.

- F. CASING FINISH: EXTERIOR PANELS SHALL BE PRE-PAINTED G90 GALVANIZED STEEL. HOODS: FOR OUTDOOR UNITS, INTAKE HOODS SHALL BE PROVIDED. OPENING SHALL BE COVERED WITH AN ALUMINUM BIRD SCREEN WHICH IS SEPARATE FROM THE HOOD. THE INTAKE HOOD SHALL HAVE A MAXIMUM 500 FEET PER MINUTE FACE VELOCITY THROUGH THE FREE AREA. HOOD MATERIAL SHALL MATCH THAT OF THE DOOR CASING, AND MAY BE SHIPPED LOOSE FOR FIELD INSTALLATION AND/OR ASSEMBLY BY THE CONTRACTOR.

1.03 SUPPLY FANS (DUAL FANS 100% REDUNDANT)

- A. FAN ASSEMBLY SHALL CONSIST OF A TOTAL QUANTITY OF TWO SINGLE WIDTH, SINGLE INLET, CLASS II, DIRECT-DRIVE TYPE PLENUM FANS DYNAMICALLY BALANCED AS AN ASSEMBLY, AS SHOWN IN SCHEDULE. MAXIMUM FAN RPM SHALL BE BELOW FIRST CRITICAL FAN SPEED. ALL FAN ASSEMBLIES SHALL BE DYNAMICALLY BALANCED BY THE MANUFACTURER ON ALL THREE PLANES.
- B. EACH FAN SHALL PROVIDE 100% OF SPECIFIED AIR FLOW AT DESIGN CONDITIONS.
- C. UNIT SHALL COME EQUIPPED WITH A MOTORIZED 2-POSITION ISOLATION DAMPER UPSTREAM OF EACH FAN IN THE AIRWAY. DAMPERS SHALL BE LOW LEAKAGE TYPE, AND SHALL BE CONSTRUCTED OF EXTRUDED ALUMINUM.
- A. FANS SHALL BE INDIVIDUALLY ISOLATED WITH SEISMIC SPRING ISOLATORS (MINIMUM ISOLATION EFFICIENCY OF 90 - 95%).
- D. FAN PERFORMANCE SHALL BE BASED ON TESTS AND PROCEDURES PERFORMED IN ACCORDANCE WITH AMCA PUBLICATION 211 AND PUBLICATION 211-1 AND COMPLY WITH THE REQUIREMENTS OF THE AMCA CERTIFIED RATINGS PROGRAM. FANS SHALL BEAR THE AMCA SEAL. FANS WITH FORWARD CURVED WHEELS SHALL BE UNACCEPTABLE.

1.04 MOTORS

- A. MOTOR ELECTRICAL CONNECTIONS ARE TO BE FACTORY PREWIRED TO THE UNIT CONTROL PANEL. MOTOR SHALL BE MOUNTED ON ADJUSTABLE ENCLOSED FAN COOLED (TEFC) TYPE FAN MOTORS SHALL BE FURNISHED WITH EFFICIENCIES EQUAL TO OR GREATER THAN THOSE SPECIFIED IN THE ENERGY POLICY ACT OF 1992 (EPACT).
- B. MOTOR STARTERS:
- 1.1.4. AMCA MODEL AC050 VARIABLE FREQUENCY DRIVE WITH DISCONNECT MOUNTED IN THE UNIT ELECTRICAL PANEL. PROVIDE ONE VFD FOR EACH FAN MOTOR.
- 1.1.8. VFDs SHALL BE PROVIDED FOR FIELD BALANCING AND FOR MODULATION TO OVERCOME PRESSURE LOSS FROM FILTER LOADING.

1.05 DAMPERS

- A. DAMPERS SHALL HAVE A MAXIMUM LEAKAGE OF 0 CFM SQ. FT. @ 4 IN. WG OR 3 CFMSQ. FT. @ 1 IN. WG. DAMPER SHALL MEET OR EXCEED THE IECC (INTERNATIONAL ENERGY CONSERVATION CODE) REQUIREMENTS FOR DAMPER LEAKAGE RATINGS OF 1 CFM SQ. FT. @ 1 IN. WG OR 3 CFMSQ. FT. @ 4IN. WG OR LESS WHEN INTEGRAL TO THE BUILDING ENVELOPE. DAMPERS SHALL HAVE A MAXIMUM DIFFERENTIAL PRESSURE RATING OF 5 IN. WG.
- B. ALL DAMPERS SHALL BE OF THE LOW LEAKAGE AIRFOIL BLADE TYPE WITH BLADE EDGE AND SIDE SEALS. DAMPERS SHALL BE CONSTRUCTED OF EXTRUDED ALUMINUM PROFILES WITH BLADE GASKETS OF EXTRUDED UPON FRAME SEALS SHALL BE OF EXTRUDED TPE. GASKETS SHALL BE SECURED IN AN INTEGRAL SLOT WITH ALUMINUM EXTRUSIONS.
- C. THE INTAKE DAMPER SHALL BE PROVIDED WITH A FACTORY FURNISHED BELIMO NC SPRING RETURN ACTUATOR.

1.06 DIRECT EXPANSION COIL

- A. DIRECT EXPANSION-COOLING COIL SHALL BE SIZED TO PROVIDE COOLING/MOISTURE REMOVAL OF THE CAPACITY INDICATED ON THE EQUIPMENT SCHEDULE. COIL SHALL BE FURNISHED WITH INTERLACED REFRIGERANT CIRCUITS SO THAT THE ENTIRE COIL FACE AREA IS ACTIVE WHEN THE UNIT IS IN OPERATION.
- B. COIL SHALL BE OF INTERNALLY FINNED 1/2-INCH O.D. COPPER TUBES MECHANICALLY BONDED TO

CONFIGURED ALUMINUM PLATE FINS WITH A 16 GAUGE STAINLESS STEEL CASING. COIL FACE VELOCITY SHALL NOT EXCEED 500 FEET PER MINUTE. MINIMUM CLEARANCE BETWEEN COIL AND DOWNSTREAM DEVICE SHALL BE 12" FREE OF OBSTACLES. COILS SHALL BE SECURED TO THEIR RESPECTIVE SUPPORTS WITH STAINLESS STEEL HARDWARE. COILS SHALL BE LEAK TESTED AT THE FACTORY TO INSURE PRESSURE INTEGRITY. THE COILS SHALL BE RATED AT 250 PSIG. COIL SHALL BE RATED IN ACCORDANCE WITH ARI STANDARDS.

- C. COILS SHALL HAVE AN INTEGRAL ALL SEAM WELDED STAINLESS STEEL DRAIN PAN WITH A MINIMUM DEPTH OF TWO INCHES. DRAIN PAN SHALL BE PART OF THE ALL WELDED FLOOR, RECESSED, AND SLOPED TOWARD BASINS. BASINS SHALL BE PROVIDED MINIMUM EIGHT (8") AND ALLOW FOR CAPTURE AND CLEANING OF LARGER DEBRIS. MINIMUM BASIN SIZE IS 6' X 3' X 1'75" DEEP. UNDERNEATH OF THE ENTIRE DRAIN PAN AND BASINS, SHALL BE INSULATED WITH SPRAY URETHANE INSULATION POSITIVELY PREVENTING ANY UNDESIRABLE CONCRETE FROM FORMING. ENTIRE COIL ASSEMBLY INCLUDING SAFE-OFFS SHALL BE INSIDE OF THE RECESSED DRAIN PAN. DRAIN PANS THAT SIT ON TOP OF THE FLOOR SHALL NOT BE ACCEPTABLE DUE TO WATER MANAGEMENT ISSUES. AN ACCESS DOOR SHALL BE PROVIDED ON EACH SIDE OF THE COIL, WHERE FEASIBLE, TO ALLOW COIL REMOVAL.

- D. ALL COILS OVER 42 INCHES IN LENGTH SHALL INCORPORATE A 16 GAUGE GALVANIZED TUBE SUPPORT AT THE CENTER OF THE FIN LENGTH. COILS OVER 96 INCHES IN FIN LENGTH SHALL INCORPORATE ADDITIONAL TUBE SUPPORTS. COILS SHALL BE SEALED AROUND THE PERIMETER (BETWEEN THE COIL FLANGES AND THE UNIT CASING CHANNELS) WITH SILICONE OR POLYURETHANE SEALANT TO ELIMINATE AIR BYPASS AND PREVENT MOISTURE CARRYOVER.

1.07 FILTERS

- A. THE FOLLOWING FILTERS SHALL BE PROVIDED:
1. 2" DEEP MERV 13 INTAKE PRE-FILTER
2. 4" DEEP MERV 13 INTAKE AIR FILTER
3. CARBON FILTER SECTION WITH GAMFL CAMSORB CANISTERS WITH STAINLESS STEEL HOLDING FRAME AND PLASTIC, 24" LONG CANISTERS FILLED WITH CFS-201 ACTIVATED CARBON.
4. 2" DEEP MERV 4 DUSTING FILTER
5. 12" DEEP 96 IN/78" GASKET SEAL HEPA FILTER WITH NON-METALLIC HOUSING
- B. A FILTER GAUGE WITH TRANSMITTER FOR EACH FILTER BANK SHALL BE WIRED TO THE UNIT ELECTRICAL PANEL.

1.08 OUTSIDE AIR FLOW MEASURING STATION

- D. FURNISH AND INSTALL AN AIR FLOW MEASUREMENT SYSTEM FOR MONITORING AND CONTROLLING THE MINIMUM OUTDOOR AIRFLOW RATE. THE MINIMUM OUTDOOR AIRFLOW MEASUREMENT SYSTEM SHALL HAVE ALL SCHEDULED CAPACITY OF THE OUTSIDE AIR AS RECOMMENDED BY ANSI/ASHRAE STANDARD 62.1-2010.

- E. VENTILATION FOR ACCEPTABLE INDOOR AIR QUALITY, AND SHALL PROVIDE AN INPUT TO THE BUILDING AUTOMATION SYSTEM THAT IS LINEAR TO THE MEASURED AIRFLOW RATE. THE AIRFLOW MEASUREMENT SYSTEM SHALL BE IN ACCORDANCE WITH ANSI/AMCA STANDARDS 810-06, FIGURE 4. METHODS OF TESTING AIRFLOW MEASUREMENT STATIONS FOR RATING, AND AMCA STANDARD 810-06, FIGURE 4. METHODS OF TESTING AIRFLOW MEASUREMENT PERFORMANCE, IN AN AMCA-REGISTERED TESTING FACILITY.

- F. THE AIRFLOW MEASUREMENT SYSTEM SHALL BE ACCURATE TO ±1% OVER AN OPERATING RANGE OF 200 TO 1200 FEET PER MINUTE, AND WITHIN ±5% FOR OPERATING RANGES AS LOW AS 100 FEET PER MINUTE. THE AIRFLOW MEASUREMENT SYSTEM SHALL BEAR THE AMCA INTERNATIONAL CERTIFIED RATINGS SEAL FOR AIRFLOW-MEASUREMENT STATION PERFORMANCE.

- G. THE AIR FLOW MEASURING STATION SHALL PROVIDE AN OUTPUT SPEED SIGNAL TO THE BLOWER VFDs THAT WILL CONTROL THE SPEED OF THE FAN MOTOR TO MAINTAIN AN AIRFLOW SET POINT AS THE AIR FILTERS LOAD.

- H. THE AIRFLOW MEASUREMENT SYSTEM SHALL BE MODEL 04FE-1550 AS MANUFACTURED BY PARAGON CONTROLS, INC.

1.09 ELECTRICAL

- A. AN INTEGRAL ELECTRICAL CONTROL PANEL SHALL BE PROVIDED THAT HAS HINGED ACCESS DOORS AND AN APPROVED LOCKING DEVICE. ALL POWER WIRING SHALL BE BROUGHT TO A COMMON TERMINAL STRIP AND ONLY A SINGLE POINT OF CONNECTION SHALL BE REQUIRED.
- B. ALL FACTORY WIRING SHALL BE IN LIQUID TIGHT CONDUIT.
- C. A FUSED CONTROL POWER TRANSFORMER SHALL BE FURNISHED. ALL COMPONENTS SHALL BE FULLY WIRED AND TESTED PRIOR TO SHIPMENT AND ALL MAJOR ELECTRICAL COMPONENTS SHALL BE UL LISTED. ELECTRICAL SYSTEM SHALL BE LIST, ETL AND LABELED, IN ACCORDANCE WITH UL 1995.
- D. A MAIN DISCONNECT SWITCH SHALL BE FACTORY MOUNTED WITH ROTARY HANDLE EXTENDING THROUGH THE UNIT ELECTRICAL ENCLOSURE. ALL WIRING SHALL BE CONNECTED TO A NUMBERED TERMINAL STRIP FOR EASY TROUBLESHOOTING. ANY CONDUIT USED SHALL NOT BE RUN ACROSS OR COME INTO CONTACT WITH THE FLOOR.
- E. ALL TEMPERATURE CONTROLS SHALL BE FURNISHED AND INSTALLED BY OTHERS.
- F. ACCESSORIES:
1. VAPOR PROOF LIGHTS IN EACH ACCESS SECTION, WIRED TO A COMMON SWITCH AND POWERED FROM A SEPARATE 120V POWER FEED.
2. GFCI RECEPTACLE POWERED FROM A SEPARATE 120V POWER FEED.

1.10 STEAM COILS (PRE-HEAT AND RE-HEAT)

- A. STEAM COIL SHALL BE SIZED TO PROVIDE THE CAPACITY INDICATED ON THE EQUIPMENT SCHEDULE. TUBE ARRANGEMENT SHALL BE STAGGERED AND HEAT TRANSFER SHALL BE COUNTER-FLOW. COILS SHALL HAVE BRAZED COPPER INLET AND DRAINABLE OUTLET HEADERS AND IRON CONNECTIONS. SUPPLY AND RETURN CONNECTIONS SHALL BE MALE PIPE THREAD OF THE SIZE SCHEDULED. BOTH SUPPLY AND RETURN COIL CONNECTIONS SHALL BE LOCATED AT THE SAME END OF THE COIL.

- B. COIL SHALL BE OF INTERNALLY FINNED 3/8-INCH O.D. COPPER TUBES MECHANICALLY BONDED TO CONFIGURED ALUMINUM PLATE FINS WITH A 16 GAUGE GALVANIZED STEEL CASING. THE CASING SHALL BE PITCHED TO PROVIDE POSITIVE CONDENSATE REMOVAL. COIL FACE VELOCITY SHALL NOT EXCEED 500 FEET PER MINUTE. MINIMUM CLEARANCE BETWEEN COIL AND UPSTREAM DEVICE SHALL BE 12" FREE TO FACILITATE CLEANING. COILS SHALL BE SECURED TO THEIR RESPECTIVE SUPPORTS WITH STAINLESS STEEL HARDWARE. COILS SHALL BE LEAK TESTED AT THE FACTORY TO INSURE PRESSURE INTEGRITY. THE COILS SHALL BE RATED AT 150 PSIG. COIL SHALL BE RATED IN ACCORDANCE WITH ARI STANDARDS.
- C. AN ACCESS DOOR SHALL BE PROVIDED ON EACH SIDE OF THE COIL, WHERE FEASIBLE, TO ALLOW COIL REMOVAL.

- D. ALL COILS OVER 42 INCHES IN LENGTH SHALL INCORPORATE A 16 GAUGE GALVANIZED TUBE SUPPORT AT THE CENTER OF THE FIN LENGTH. COILS OVER 96 INCHES IN FIN LENGTH SHALL INCORPORATE ADDITIONAL TUBE SUPPORTS. COILS SHALL BE SEALED AROUND THE PERIMETER (BETWEEN THE COIL FLANGES AND THE UNIT CASING CHANNELS) WITH SILICONE OR POLYURETHANE SEALANT TO ELIMINATE AIR BYPASS AND PREVENT MOISTURE CARRYOVER.

1.11 ROOF CURB

- A. A 12-INCH NON-SLOPED ROOF CURB SHALL BE PROVIDED CONSTRUCTED OF 18-GAUGE GALVANIZED STEEL WITH BOLTING BRACKETS AND STIFFENERS OF 12-GAUGE COIL SHALL BE INSULATED WITH 1-1/2 INCHES OF RIGID FIBERGLASS. STIFFENERS SHALL BE PROVIDED AT NOT MORE THAN 10 FEET ON CENTER. FIELD ASSEMBLY REQUIRED.

CONDENSING UNIT PART 1

- 1.01 SECTION INCLUDES:
- A. CONDENSING UNIT RATED IN ACCORDANCE WITH AHR1 STANDARD 365.

1.02 SUBMITTALS

- A. SHOP DRAWINGS: INDICATE ASSEMBLY, UNIT DIMENSIONS, WEIGHT LOADING, REQUIRED CLEARANCES, CONSTRUCTION DETAILS, FIELD CONNECTION DETAILS, ELECTRICAL CHARACTERISTICS AND CONNECTION REQUIREMENTS.
- B. PRODUCT DATA:
1. PROVIDE LITERATURE THAT INDICATES DIMENSIONS, WEIGHTS, CAPACITIES, RATINGS, AND ELECTRICAL CHARACTERISTICS AND CONNECTION REQUIREMENTS.

1.03 OPERATION AND MAINTENANCE DATA

- A. MAINTENANCE DATA: PROVIDE INSTRUCTIONS FOR INSTALLATION, MAINTENANCE AND SERVICE

1.04 QUALIFICATIONS

- A. MANUFACTURER: COMPANY SPECIALIZING IN MANUFACTURING THE PRODUCTS SPECIFIED IN THIS SPECIFICATION WITH MINIMUM FIVE YEARS DOCUMENTED EXPERIENCE, WHO ISSUES COMPLETE CATALOG DATA ON TOTAL PRODUCT.
- B. STARTUP MUST BE DONE BY TRAINED PERSONNEL EXPERIENCED WITH SPLIT SYSTEMS.
- C. DO NOT OPERATE UNITS FOR ANY PURPOSE, TEMPORARY OR PERMANENT, UNTIL REMOTE CONTROLS ARE IN PLACE, AND MANUFACTURERS' INSTALLATION INSTRUCTIONS HAVE BEEN FOLLOWED.
- D. DELIVERY, STORAGE, HANDLING, DELIVERY, STORE, PROTECT AND HANDLE PRODUCTS TO SITE.
- E. HANDLE CAREFULLY TO AVOID DAMAGE TO COMPONENTS, ENCLOSURES, AND FINISH.
- C. STORE IN A CLEAN, DRY PLACE TO PROTECT FROM WEATHER AND CONSTRUCTION TRAFFIC.

PART 2: PRODUCTS

2.01 MANUFACTURERS

- A. BASIS OF DESIGN: DAKIN APPLIED

2.02 GENERAL DESCRIPTION

- A. FURNISH AS SHOWN ON PLANS, CONDENSING UNIT(S). UNIT PERFORMANCE AND ELECTRICAL CHARACTERISTICS SHALL BE PER THE JOB SCHEDULE.
- B. CONFIGURATION: FABRICATE AS DETAILED ON PRINTS AND DRAWINGS.
- C. THE COMPLETE UNIT SHALL BE ETL LISTED.
- D. UNIT SHALL BE COMPLETELY FACTORY ASSEMBLED AND SHIPPED IN ONE PIECE.
- E. UNIT TO BE SHIPPED WITH A NITROGEN HOLDING CHARGE ONLY.
- F. THE UNIT SHALL UNDERGO AN OPERATIONAL TEST PRIOR TO SHIPMENT. THE FACTORY TEST SHALL INCLUDE A REFRIGERATION CIRCUIT CHECK TEST, A UNIT SAFETY CONTROL, SYSTEM OPERATIONS CHECKOUT, AND A FINAL UNIT INSPECTION.
- G. ALL UNITS SHALL HAVE DECALS AND TAGS TO INDICATE CAUTION AREAS AND AID UNIT SERVICE.
- H. UNIT NAMEPLATES SHALL BE FIXED TO THE MAIN CONTROL PANEL DOOR. ELECTRICAL WIRING DIAGRAMS SHALL BE ATTACHED TO THE CONTROL PANELS. INSTALLATION, OPERATING AND MAINTENANCE BULLETINS AND START-UP FORMS SHALL BE SUPPLIED WITH EACH UNIT.
- I. PERFORMANCE: ALL SCHEDULED CAPACITIES AND FACE AREAS ARE THE MINIMUM ACCEPTED VALUE. ALL SCHEDULED AMPS, KW, AND HP ARE MAXIMUM ACCEPTED VALUES THAT ALLOW SCHEDULED CAPACITY TO BE MET.

2.03 CABINET

- A. EXTERIOR SURFACES SHALL BE CONSTRUCTED OF PRE-PAINTED GALVANIZED STEEL FOR AESTHETICS AND LONG TERM DURABILITY. PAINT FINISH TO INCLUDE A BASE PRIMER WITH A HIGH QUALITY, POLYESTER RESIN TOPCOAT OF A NEUTRAL BEIGE COLOR. FINISHED SURFACE TO WITHSTAND A MINIMUM 750-HOUR SALT SPRAY TEST IN ACCORDANCE WITH ASTM B117 STANDARD FOR SALT SPRAY RESISTANCE.
- B. THE UNIT BASE FRAME SHALL BE CONSTRUCTED OF 15 GAUGE PRE-PAINTED GALVANIZED STEEL.
- C. LIFTING BRACKETS SHALL BE PROVIDED ON THE UNIT BASE WITH LIFTING HOLES TO ACCEPT CABLE OR CHAIN HOOKS.

2.04 ELECTRICAL

- A. UNIT WIRING SHALL COMPLY WITH NEC REQUIREMENTS AND WITH ALL APPLICABLE UL STANDARDS. ALL ELECTRICAL COMPONENTS SHALL BE UL RECOGNIZED WHERE APPLICABLE. ALL WIRING AND ELECTRICAL COMPONENTS PROVIDED WITH UNIT SHALL BE NUMBER AND COLOR CODED AND LABELED ACCORDING TO THE ELECTRICAL DIAGRAM PROVIDED FOR EASY IDENTIFICATION.
- B. THE UNIT SHALL BE PROVIDED WITH A FACTORY WIRED WEATHERPROOF CONTROL PANEL. UNIT SHALL HAVE A POWER TERMINAL BLOCK FOR MAIN POWER CONNECTION. A TERMINAL BOARD SHALL BE PROVIDED FOR LOW VOLTAGE CONTROL WIRING. BRANCH CIRCUIT SHORT CIRCUIT PROTECTION, 115 VOLT CONTROL CIRCUIT TRANSFORMER AND FUSE, SYSTEM SWITCHES, AND A HIGH TEMPERATURE SWITCH, EACH COMPRESSOR AND CONDENSER FAN MOTOR SHALL BE FURNISHED WITH CONTACTORS AND INHERENT THERMAL OVERLOAD PROTECTION. KNOCKOUTS SHALL BE PROVIDED IN THE SIDE OF THE MAIN CONTROL PANELS FOR FIELD WIRING ENTRANCE.
- C. ALL 115-600 VOLT INTERNAL AND EXTERNAL WIRING BETWEEN CONTROL BOXES AND COMPONENTS SHALL BE PROTECTED FROM DAMAGE BY RACEWAYS OR LIQUID TIGHT CONDUIT.
- D. THE RECEPTACLE SHALL BE POWERED BY A FIELD SUPPLIED 115V SOURCE.
- E. SINGLE NON-FUSED DISCONNECT SWITCH SHALL BE PROVIDED FOR CONNECTING ELECTRICAL POWER AT THE UNIT. DISCONNECT SWITCHES SHALL BE MOUNTED INTERNAL TO THE CONTROL PANEL AND OPERATED BY AN EXTERNALLY MOUNTED HANDLE. EXTERNALLY MOUNTED HANDLE IS DESIGNED TO PROHIBIT OPENING OF THE CONTROL PANEL DOOR WITHOUT THE USE OF A SERVICE TOOL.
- F. UNIT SCOR RATING TO BE 10 KAN.
- G. PHASE FAILURE AND UNDER VOLTAGE PROTECTION SHALL BE PROVIDED TO PREVENT DAMAGE FROM SINGLE PHASING, PHASE REVERSAL, AND LOW VOLTAGE CONDITIONS.
- H. UNIT SHALL BE PROVIDED WITH A 24 VOLT TRANSFORMER AND TERMINAL STRIP FOR FIELD SUPPLIED CONTROLS.

2.05 CONDENSING SECTION

- A. AIR COOLED CONDENSER

1. THE CONDENSING SECTION SHALL BE OPEN ON THE SIDES AND BOTTOM TO PROVIDE ACCESS AND TO ALLOW AIRFLOW THROUGH THE COILS. CONDENSER COILS SHALL BE MULTI-ROW AND FABRICATED FROM CAST ALUMINUM MICRO-CHANNEL COILS. EACH CONDENSER COIL SHALL BE FACTORY LEAK TESTED WITH HIGH-PRESSURE AIR UNDER WATER. COILS ARE TO BE RECESSED SO THAT THE CABINET PROVIDES BUILT IN HAL PROTECTION.
2. CONDENSER FANS SHALL BE DIRECT DRIVE, PROPELLER TYPE DESIGNED FOR LOW TIP SPEED, VERTICAL AIR DISCHARGE, AND INCLUDE SERVICE GUARDS. FAN BLADES SHALL BE CONSTRUCTED OF STEEL AND RIVETED TO A STEEL CENTER HUB. CONDENSER FAN MOTORS SHALL BE HEAVY-DUTY, INHERENTLY PROTECTED, THREE-PHASE, NON-REVERSING VFDs WITH PERMANENTLY LUBRICATED BALL BEARING AND INTEGRAL RAIN SHIELD.
3. UNITS SHALL HAVE AT LEAST ONE HEAD PRESSURE SENSING CONDENSER FAN CONTROLLED TO MAINTAIN POSITIVE HEAD PRESSURE. AN AMBIENT THERMOSTAT SHALL PREVENT THE REFRIGERATION SYSTEM FROM OPERATING BELOW 45° F AMBIENT. SPEEDROL™ CONDENSER FAN SPEED CONTROL SHALL BE ADDED TO THE LAST FAN OFF ON EACH REFRIGERATION CIRCUIT TO PROVIDE COOLING OPERATION TO AMBIENT TEMPERATURES DOWN TO 2° F. FAN SPEED CONTROL SHALL BE FIELD ADJUSTABLE.

B. REFRIGERATION CIRCUIT

- C. HOT GAS BYPASS CAPABILITY SHALL BE FACTORY INSTALLED ON THE DISCHARGE LINE OF REFRIGERANT CIRCUITS.

2.06 CONTROLS

- A. REFRIGERATION CAPACITY CONTROL SHALL BE ACCOMPLISHED BY THE MODULATION OF THE DIGITAL SCROLL COMPRESSOR AND STAGING OF FIXED COMPRESSORS. UNIT SHALL BE EQUIPPED WITH A 24V TERMINAL STRIP FOR FIELD SUPPLIED AND INSTALLED CONTROLS.

2.07 WARRANTY

- A. THE MANUFACTURER SHALL PROVIDE 12 MONTH PARTS ONLY WARRANTY. DEFECTIVE PARTS WILL BE REPAIRED OR REPLACED DURING THE WARRANTY PERIOD AT NO CHARGE. THE WARRANTY PERIOD SHALL COMMENCE AT START-UP, OR 6 MONTHS AFTER SHIPMENT, WHICHEVER OCCURS FIRST.
- B. THE MANUFACTURER WILL PROVIDE EXTENDED 48 MONTH PARTS ONLY WARRANTY ON THE COMPRESSOR.

PART 3: INSTALLATION

- A. INSTALL IN ACCORDANCE WITH MANUFACTURERS INSTRUCTION



BUILDINGWORKS
systems • utilities
MECHANICAL • ELECTRICAL • PLUMBING • HVAC • ROOFING • INSULATION • FINISHES • LIGHTING • SECURITY • ACCESS CONTROL • DATA • COMMUNICATIONS • AV • IT • INFRASTRUCTURE • SPECIALTIES



UNIVERSITY OF NEW MEXICO
NORTHROP HALL
221 YALE BLVD. N.E.
100% CDS FOR REVIEW

Current Issue: 10% Construction Documents

Issued: 06/19/2017

Project No: 170100

Sheet Title: MECHANICAL GENERAL NOTES

Date: 06/19/2017
Designed: KJB
Reviewed: PFW
Project No: 170100

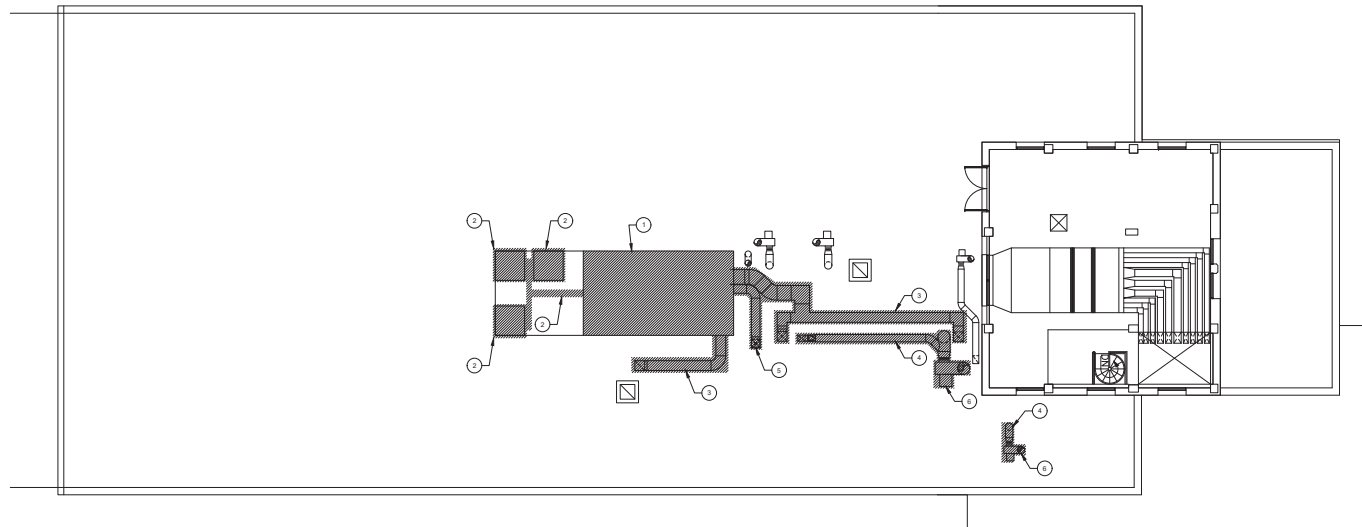
Sheet No: M-003

Scale: As Shown



8. REMOVE PIPING CONNECTING ARGON TANK TO MASS SPECTROMETER.





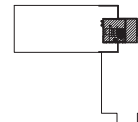
1 MECHANICAL ROOF PLAN
SCALE: 1/8" = 1'-0"

DEMOLITION NOTES:

1. ADDITIONAL STORM HYDRONIC DOMESTIC WASTE AND VENT PIPING MAY BE ROUTED IN SPACE THAT IS NOT REPRESENTED, BUT IS TO REMAIN. OTHER SYSTEMS MAY EXIST WITHIN THE SPACE THAT ARE NOT REPRESENTED ON THESE DRAWINGS. MODIFICATIONS TO THESE SYSTEMS ARE NOT ANTICIPATED.
2. FIELD VERIFY ALL COMPONENTS PRIOR TO DEMOLITION. THE INFORMATION ON THIS SHEET WAS OBTAINED IN PART FROM HISTORIC DESIGN DRAWINGS. ONLY PORTIONS OF THE SYSTEMS WERE ACCESSIBLE FOR VISUAL CONFIRMATION DURING DESIGN PROCESS.
3. PROVIDE PRELIMINARY TESTING OF EXISTING HYDRONIC SYSTEMS. MEASURE CURRENT FLUID FLOW RATE THROUGH ALL EXISTING COILS, RADIANT, AND INDOOR ZONES FOR THE CURRENTLY INSTALLED SYSTEMS. SUBMIT REPORT OF MEASURED VALUES TO ENGINEER FOR REVIEW AND CONFIRMATION OF SYSTEM DESIGN ASSUMPTIONS PRIOR TO DEMOLITION.
4. PROVIDE PRELIMINARY TESTING OF EXISTING HVAC DUCTWORK SYSTEMS. MEASURE CURRENT AIR FLOW RATES AT ALL EXISTING SUPPLY, RETURN, AND EXHAUST REGISTERS. MEASURE TOTAL AIR FLOWS AT MAIN DUCT BRANCHES AND ALL FAN SYSTEMS. SUBMIT REPORT OF MEASURED VALUES TO ENGINEER FOR REVIEW AND CONFIRMATION OF SYSTEM DESIGN ASSUMPTIONS PRIOR TO DEMOLITION.
5. (E) WASTE SYSTEM SERVING SPACE IS LOCATED IN THE CEILING OF THE SPACE BELOW.
6. REMOVE ALL MECHANICAL ITEMS INDICATED.
7. TEMPORARILY SEAL OR CAP PIPING TO BE RE-USED FOR LATER CONNECTION.
8. SEAL ALL OPEN DUCTS DURING CONSTRUCTION TO MITIGATE DUST AND DEBRIS FROM SYSTEM. CAP DUCTWORK IN LOCATIONS THAT ARE NOT BEING RECONNECTED.
9. REMOVE ALL DEMOLISHED COLD WATER, HOT WATER AND HOT WATER REGISTRATION PIPING BACK TO BRANCH FROM MAIN TO ELIMINATE ALL DEAD ENDS IN DOMESTIC WATER PIPING.
10. NOTIFY ENGINEER IMMEDIATELY OF ANY DISCREPANCIES OF INFORMATION REPRESENTED IN THE DOCUMENTS VERSUS WHAT IS FOUND IN THE FIELD.
11. COORDINATE PATCHING AND REPAIRS OF WALLS, CEILINGS AND FLOORS WITH ARCHITECT.
12. PATCH STRUCTURAL OPENINGS IN FLOORS, WALLS AND ROOFS THAT WERE PREVIOUSLY OCCUPIED BY SYSTEMS AND EQUIPMENT DEMOLISHED UNDER THIS CONTRACT IN ACCORDANCE WITH STRUCTURAL ENGINEER'S REQUIREMENTS.

FLAG NOTES:

1. REMOVE AIR HANDLING UNIT. DISCONNECT REFRIGERANT AND STEAM PIPING.
2. REMOVE CONDENSING UNITS AND ASSOCIATED REFRIGERANT PIPING.
3. REMOVE PVC RETURN DUCT AS SHOWN.
4. REMOVE PVC EXHAUST DUCT AS SHOWN.
5. REMOVE PVC SUPPLY DUCT AS SHOWN.
6. REMOVE FAN, STACK, AND ANY SUPPORTS.



KEYPLAN
4TH FLOOR PLAN



1. 10" STAINLESS STEEL EXHAUST DUCT TO EQUIPMENT. TRANSITION TO EQUIPMENT CONNECTION SIZE. BALANCE EXHAUST TO 415 CFM.
2. 10" STAINLESS STEEL EXHAUST DUCT TO EQUIPMENT. TRANSITION TO EQUIPMENT CONNECTION SIZE. BALANCE EXHAUST TO 300 CFM.
3. 8" STAINLESS STEEL EXHAUST DUCT TO EQUIPMENT. TRANSITION TO EQUIPMENT CONNECTION SIZE. BALANCE EXHAUST TO 70 CFM.
4. 16X16" STAINLESS STEEL THROUGH ROOF TO FAN ABOVE. INSTALL MAIN DUCT AS HIGH AS POSSIBLE.
5. 16X16" STAINLESS STEEL THROUGH ROOF TO AHU-1 ABOVE. INSTALL MAIN DUCT AS HIGH AS POSSIBLE.
6. 12X6 DUCT DROP DOWN TO GRILLE. INSTALL GRILLE 12" AFF.
7. SPACE DIFFERENTIAL PRESSURE SENSOR LOCATION. REFER TO MD99, MD10 AND MD12 FOR MORE INFORMATION.

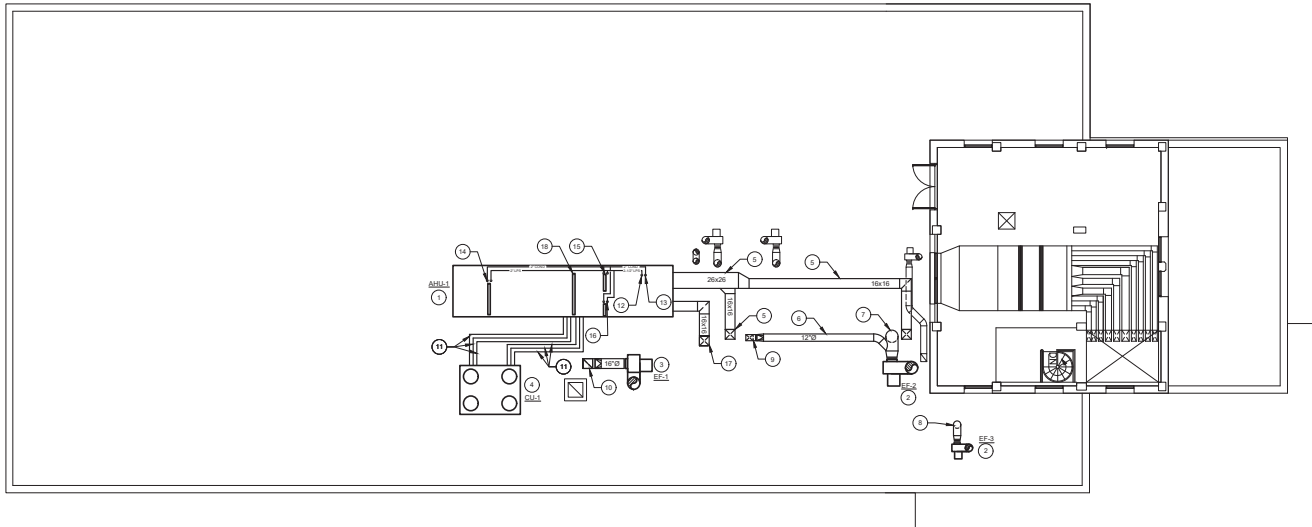




Scale: *As Shown*



09/28/17 9:57:56 AM S:\PROJECTS\5817\00 UNIV NORTHROP HALL AIR HANDLER REPLACEMENT\DRAWINGS\5817\104R004R.FLN DWG



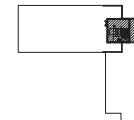
1 MECHANICAL ROOF PLAN
SCALE: 1/8" = 1'-0"

HVAC NOTES:

1. RE: M-501 FOR ROUND DUCT TAKE-OFF DIAGRAM.
2. RE: M-501 FOR 45° DUCT TAKE-OFF DIAGRAM.
3. COORDINATE ROUTING OF CONDENSATE DRAIN LINES PRIOR TO INSTALLATION.
4. CEILING COORDINATION OF ALL MEP SYSTEMS (LIGHTING, DUCTWORK, DIFFUSERS, ELECTRICAL, FIRE PROTECTION, ETC.) MUST BE COMPLETED BY THE CONTRACTOR PRIOR TO THE START OF ANY INSTALLATIONS.
5. AVOID ROUTING DUCTWORK OVER ELECTRICAL ROOMS OR ELECTRICAL PANELS. MAINTAIN 6" C.C. CLEARANCES. COORDINATE ROUTINGS WITH DIV. II CONTRACTOR.
6. PROVIDE FLEXIBLE DUCT AND PIPE CONNECTIONS TO ALL MOTORIZED EQUIPMENT.
7. VERIFY ALL EQUIPMENT ACCESS PANELS WITH MANUFACTURER AND ARCHITECT.
8. SEAL ALL DUCT PENETRATIONS OF ACOUSTIC PARTITIONS.

FLAG NOTES:

1. NEW AIR HANDLING UNIT ON NEW CURB. COORDINATE ROOF PATCHING WITH GENERAL CONTRACTOR.
2. NEW FRP UTILITY SET EXHAUST FAN ON EXISTING ROOF. PROVIDE TWO CURB TEMPLATES. EQUIPMENT RAILS AND COORDINATE ROOF PATCHING WITH GENERAL CONTRACTOR.
3. UTILITY SET FAN ON EQUIPMENT RAILS. COORDINATE ROOF PATCHING WITH GENERAL CONTRACTOR.
4. NEW CONDENSING UNIT ON THYRUBS TEMS-1 EQUIPMENT RAILS. COORDINATE ROOF PATCHING WITH GENERAL CONTRACTOR.
5. PVC SUPPLY DUCT INSULATED AND JACKETED WITH EMBOSSED ALUMINUM JACKETING.
6. 12" ROUND PVC EXHAUST DUCT SUPPORTED ON ROOF.
7. 20" ROUND PVC EXHAUST DUCT DOWN THROUGH ROOF TO LAB BELOW.
8. 12" ROUND PVC EXHAUST DUCT DOWN THROUGH ROOF TO LAB BELOW.
9. 12"x10" EXHAUST DUCT DOWN THROUGH ROOF TO LAB BELOW.
10. 16"x16" STAINLESS STEEL EXHAUST DUCT DOWN THROUGH ROOF TO LAB BELOW.
11. SUPPORT REFRIGERANT LINES ON ROOF AND PROVIDE DIV. RESISTANT INSULATION ON PIPING. ROUTE 7/8" LIQUID, 1/2" SUCTON AND 7/8" HOBP LINES TO EACH CIRCUIT OF THE DX COIL.
12. CONNECT TO EXISTING 2-1/2" LOW PRESSURE STEAM LINE AT ROOF AND EXTEND TO THE STEAM COILS.
13. CONNECT TO EXISTING 2" CONDENSATE LINE AT ROOF. MAINTAIN SLOPE OF NEW LINES BACK TO THIS LOCATION.
14. CONNECT 2" STEAM LINE TO STEAM RE-HEAT COIL. PROVIDE 2-WAY CONTROL VALVE INSTALLED INSIDE AIR HANDLER CABINET. CONNECT 2" CONDENSATE LINE FROM COIL AND SLOPE TO EXISTING LINE PENETRATING ROOF. PROVIDE 1/2" TRAP SIZED FOR DOUBLE THE SCHEDULED COIL CAPACITY.
15. CONNECT 2" STEAM LINE TO STEAM RE-HEAT COIL. PROVIDE 2-WAY CONTROL VALVE INSTALLED INSIDE AIR HANDLER CABINET. CONNECT 2" CONDENSATE LINE FROM COIL AND SLOPE TO EXISTING LINE PENETRATING ROOF. PROVIDE 1/2" TRAP SIZED FOR DOUBLE THE SCHEDULED COIL CAPACITY.
16. CONNECT 1-1/4" STEAM LINE TO STEAM RE-HEAT COIL. PROVIDE 2-WAY CONTROL VALVE INSTALLED INSIDE AIR HANDLER CABINET. CONNECT 1" CONDENSATE LINE FROM COIL AND SLOPE TO EXISTING LINE PENETRATING ROOF. PROVIDE 1/2" TRAP SIZED FOR DOUBLE THE SCHEDULED COIL CAPACITY.
17. STAINLESS STEEL SUPPLY DUCT INSULATED AND JACKETED WITH EMBOSSED ALUMINUM JACKETING.
18. PROVIDE 1" TYPE M COPPER CONDENSATE LINE FROM DRAIN PAN TO THE NEAREST ROOF DRAIN.



KEYPLAN
4TH FLOOR PLAN



100% CDs
FOR REVIEW

UNIVERSITY OF NEW MEXICO
NORTHROP HALL
221 YALE BLVD. N.E.

Current Issue:	
50% Construction Documents	
Issued:	
Progress Set	06/19/2017

Sheet Title:	
MECHANICAL ROOF PLAN	
Date:	06/19/2017
Designated:	KJB
Reviewed:	PHW
Project No:	0817-00

Sheet No:	
M-104	
Scale:	As Shown



1 ZONE PRESSURIZATION PLAN

SCALE: 1/4" = 1'-0"

LEGEND:

- 0 LOWEST PRESSURE
5 HIGHEST PRESSURE



SEAL

100% CD'S
FOR REVIEW

UNIVERSITY OF NEW MEXICO
NORTHROP HALL
221 YALE BLVD. N.E.

Current Issues

Construction Documents

posed:

Progress Set 06.19.2017

[illegible]

--	--

[illegible]

--	--

Sheet Title:

ZONE

PRESSURIZATION

PLAN

1000

Date:	06.10.2017
-------	------------

Designed:	KJB
Reviewed by:	PLM

Reviewed:	FWW
Project No:	9817.00

Sheet No.

M-201

Gender	Age Group
--------	-----------

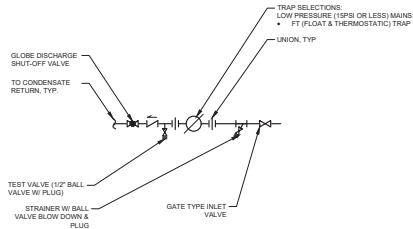


KEYPLAN
3RD FLOOR PLAN

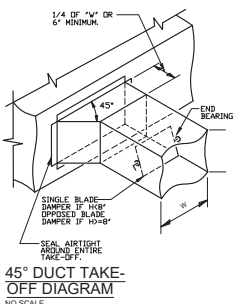
09/28/17 9:55:20 AM S:\PROJECTS\170101\UNIVERSITY OF NEW MEXICO\NORTHROP HALL AIR HANDLER REPLACEMENT\DRAWINGS\050817\AHU1.DWG

AIR HANDLING UNIT SCHEDULE																																											
MARK	AREA SERVED	TYPE	AIR DELIVERY CAPACITY					2 CIRCUIT DX COOLING COIL					PREHEAT COIL					PREHEAT COIL ZONE #1					PREHEAT COIL ZONE #2					VOLT/ PHASE	PRE-FILTER	APPROX. OPER. WEIGHT (LBS)	MANUFACTURER* & MODEL #	ACCESSORIES	REMARKS										
			SUPPLY FAN					AIR CONDITIONS					COIL					AIR CONDITIONS					COIL											AIR CONDITIONS					COIL				
			CFM	E.S.P. (IN W.C.)	WHEEL TYPE	CLASS	R.P.M.	MOTOR (HP)	E.A.T. DB/WB (°F)	L.A.T. DB/WB (°F)	TOTAL MBH	SENSIBLE MBH	MIN. AREA (SQ. FT.)	MAX. WTR P.D. (FT.)	MAX. AIR P.D. (IN.)	E.A.T. DB (°F)	L.A.T. DB (°F)	SENSIBLE MBH	PRESS. URE (PSIG)	PPH	MIN. AREA (SQ. FT.)	MAX. AIR P.D. (IN.)	E.A.T. DB (°F)	L.A.T. DB (°F)	SENSIBLE MBH	PRESSURE (PSIG)	PPH							CFM	MAX. AIR P.D. (IN.)	E.A.T. DB (°F)	L.A.T. DB (°F)	SENSIBLE MBH	PRESSURE (PSIG)	PPH	CFM	MAX. AIR P.D. (IN.)	E.A.T. DB (°F)
AHU-1	LAB	OUTDOOR	7,500	1.00	PLENUM	II	1199	2@10	102/99	55.0/54.2	333	-	30	5	0.65	10	55	303	7	160	30	0.2	55	90	74	7	75	2000	0.15	55	90	210	7	210	5500	0.15	208/3	2" MERV 8 / 4" MERV 13	10,500	MUNTERS PV-W10-AJA	PROVIDE AIR BRASH W/3" FOR SUPPLY FANS.	A,B,C,D,E	
MANUFACTURER'S: MUNTERS TISDALE																																											
GENERAL NOTES: A. RIG INSULATED DOUBLE WALL STEEL CABINETS GALVANIZED EXTERIOR WITH A STAINLESS STEEL INTERIOR. FACTORY MOUNTED MARINE LIGHTS IN EACH MODULE. WITH HINGED ACCESS PANELS AND QUARTER TURN HANDLES. B. SUPPLY FANS TO BE DIRECT DRIVE PLENUM FANS AND FACTORY MOUNTED VFD'S WITH INTEGRAL DISCONNECTS RATED FOR THE MOTOR HP AT PROJECT ELEVATION. C. A PVC LINER SHALL BE INSTALLED AFTER THE CARBON FILTERS. CARBON FILTERS SHALL BE CAMFL CAMSORS CANISTERS THE HEPA FILTER HOUSING SHALL BE NON-METALLIC. D. PROVIDE OUTSIDE AIR MEASURING STATION. E. SEE DRAWING ON THIS SHEET FOR MODULES AND CONSTRUCTION INFORMATION.																																											

GRILLE, REGISTER, DIFFUSER & LOUVER						
SYMBOL	USE	PATTERN	FINISH	MANUFACTURER* & MODEL #	ACCESSORIES	REMARKS
	SUPPLY	4-WAY	WHITE	PRICE 50D	-	24X24 HARD CEILING
	EXHAUST	45 DEGREE LOUVER	WHITE	PRICE 91	-	SEE PLANS
	SUPPLY	DOUBLE DEFLECTION	WHITE	PRICE 52D	-	12X12 HARD CEILING SUPPLY
	EXISTING					AIRFLOW INFORMATION PROVIDED FOR TEST AND BALANCE
MANUFACTURERS: GRD KRUEGER, METALAIR, TITUS LOUVER GREENHECK, L&O, RUSKIN						
GENERAL NOTES: A. B.						



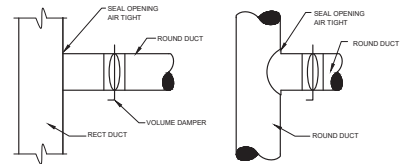
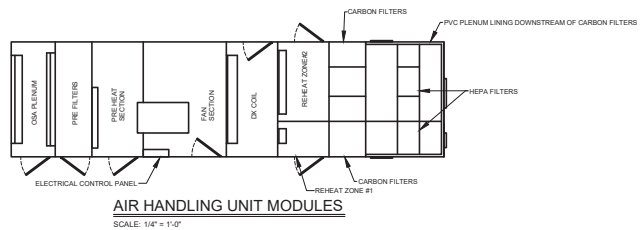
TYPICAL CONDENSATE TRAP PIPING



45° DUCT TAKE-OFF DIAGRAM
NO SCALE

EXHAUST FAN SCHEDULE																				
MARK	TYPE	SERVICE	FAN					INLET SOUND POWER LEVEL (dB re. 10-12 WATT)										MOTOR		
			CFM	ESP (IN. W.C.)	63 HZ	125 HZ	250 HZ	500 HZ	1000 HZ	2000 HZ	4000 HZ	8000 HZ	HP/ WATT	BHP	VOLT/ PHASE	MANUFACTURER* & MODEL #	WEIGHT (LBS.)	ACCESSORIES	REMARKS	
EF-1	UTILITY SET	NEPTUNE ROOM	1600	0.5	78	79	77	74	72	69	64	57	1/2	0.39	208/3	GREENHECK P-212-10-B-6	225			
EF-2	FRP UTILITY SET FAN	MAIN LAB	3500	0.85	82	82	85	86	83	73	69	65	1-1/2	1.19	208/3	GREENHECK B-SC3W/FRP-10	300			
EF-3	FRP UTILITY SET FAN	LEAD LAB	900	0.75	77	80	80	71	65	59	54	50	3/4	0.43	208/3	GREENHECK B-SC3W/FRP-10	230			
MANUFACTURERS: GREENHECK COOK TWIN CITY																				
GENERAL NOTES: A. MANUFACTURER TO PROVIDE B.																				

AIR HANDLER CONDENSING UNIT SCHEDULE													
MARK	MATCHED SYSTEM COMPONENT	NOMINAL COOLING CAPACITY (TONS)	COOLING CAPACITY (MBH)	EER (AHR)	IEER (AHR)	AMBIENT TEMP. (DB)°F	ELECTRICAL		APPROX OPER. WEIGHT (LBS)	MANUFACTURER MODEL #	ACCESSORIES	REMARKS	
							MCA	VOLTS/ PH	MOCP				
CU-1	AHU-1	30	274	12.3	14.6	105	140.5	208/3	175	2250	DAIKIN APPLIED RC3030D	HAIR PROTECTION, PHASE FAILURE, DISCONNECT SWITCH	
MANUFACTURERS:													
GENERAL NOTES:													
A. PROVIDE MOUNTING RAILS WITH SPRING ISOLATION													
B. PROVIDE ALL SERVICE AND OPERATIONAL CLEARANCES AS REQUIRED BY MANUFACTURER AND CODE													
C. PROVIDE ALL REQUIRED ACCESSORIES INCLUDING CONTROLS FOR A COMPLETE AND OPERATIONAL SYSTEM. REFER TO SEQUENCE OF CONTROLS. ACCESSORIES TO INCLUDE LOW AMBIENT CONTROLS, FILTER DRIER, CRANK CASE HEATER AS REQUIRED BY MFG.													
D. PROVIDE ALL SOUND OF REFRIGERANT PIPING BETWEEN ALL SYSTEM COMPONENTS ACCORDING TO MANUFACTURER SHOP DRAWINGS. PIPING SHALL NOT EXCEED MANUFACTURER RECOMMENDED LENGTH.													
E. UNIT SELECTED AT PROJECT ELEVATION.													



SEAL

100% CDs FOR REVIEW

UNIVERSITY OF NEW MEXICO
NORTHROP HALL
221 YALE BLVD. N.E.

Current Issue:
50% Construction Documents

Issued:
Progress Set
06/19/2017

Sheet Title:
MECHANICAL
SCHEDULES AND
DETAILS

Date: 06/19/2017
Designed: KJB
Reviewed: PFW
Project No: 0817-00

Sheet No:
M-501

Scale: As Shown

03/28/17 9:54:44 AM S:\PROJECTS\1700 UNM NORTHROP HALL AIR HANDLER REPLACEMENT\DRAWINGS\1700 UNM

SEQUENCE OF OPERATION:

AHU (TYPICAL OF 1)

RUN CONDITIONS - CONTINUOUS:
THE UNIT SHALL RUN CONTINUOUSLY AND SHALL MAINTAIN:

- A 75°F (ADJ.) COOLING SETPOINT.
- A 70°F (ADJ.) HEATING SETPOINT.

FREEZE PROTECTION:
THE UNIT SHALL SHUT DOWN AND GENERATE AN ALARM UPON RECEIVING A FREEZESTAT STATUS.

HIGH STATIC SHUTDOWN:
THE UNIT SHALL SHUT DOWN AND GENERATE AN ALARM UPON RECEIVING AN HIGH STATIC SHUTDOWN SIGNAL.

SUPPLY AIR SMOKE DETECTION:
THE UNIT SHALL SHUT DOWN AND GENERATE AN ALARM UPON RECEIVING A SUPPLY AIR SMOKE DETECTOR STATUS.

SUPPLY FAN:
THE SUPPLY FAN SHALL RUN ANYTIME THE UNIT IS COMMANDED TO RUN UNLESS SHUTDOWN ON SALES. TO PREVENT SHORT CYCLING, THE SUPPLY FAN SHALL HAVE A USER DEFINABLE (ADJ.) MINIMUM RUNTIME.

ALARMS SHALL BE PROVIDED AS FOLLOWS:

- SUPPLY FAN FAILURE: COMMANDED ON, BUT THE STATUS IS OFF.
- SUPPLY FAN IN HAND: COMMANDED OFF, BUT THE STATUS IS ON.
- SUPPLY FAN RUNTIME EXCEEDED: STATUS RUNTIME EXCEEDS A USER DEFINABLE LIMIT (ADJ.).

PREHEATING COIL STEAM VALVE:
THE CONTROLLER SHALL MEASURE THE OUTSIDE AIR TEMPERATURE AND MODULATE THE PREHEATING COIL STEAM VALVE TO MAINTAIN A SETPOINT 4°F (ADJ.) LESS THAN THE COOLING SUPPLY AIR TEMPERATURE SETPOINT.

THE PREHEATING SHALL BE ENABLED WHENEVER:

- OUTSIDE AIR TEMPERATURE IS LESS THAN 55°F (ADJ.).
- AND THE SUPPLY FAN STATUS IS ON.

THE PREHEATING COIL STEAM VALVE SHALL OPEN FOR FREEZE PROTECTION WHENEVER:

- MIXED AIR TEMPERATURE DROPS FROM 40°F TO 35°F (ADJ.).
- OR THE FREEZESTAT (IF PRESENT) IS ON.

COOLING SUPPLY AIR TEMPERATURE SETPOINT - OPTIMIZED:
THE COOLING SUPPLY AIR TEMPERATURE SETPOINT SHALL BE

RESET BASED ON ZONE COOLING REQUIREMENTS AS FOLLOWS:

- THE INITIAL COOLING SUPPLY AIR TEMPERATURE SETPOINT SHALL BE 55°F (ADJ.).
- AS COOLING DEMAND INCREASES, THE SETPOINT SHALL INCREMENTALLY RESET DOWN TO A MINIMUM OF 53°F (ADJ.).
- AS COOLING DEMAND DECREASES, THE SETPOINT SHALL INCREMENTALLY RESET UP TO A MAXIMUM OF 72°F (ADJ.).

COOLING STAGING:
THE CONTROLLER SHALL MEASURE THE COOLING SUPPLY AIR TEMPERATURE AND AND STAGE THE DX CONDENSING UNIT TO MAINTAIN ITS COOLING SETPOINT.

THE COOLING SHALL BE ENABLED WHENEVER:

- OUTSIDE AIR TEMPERATURE IS GREATER THAN 80°F (ADJ.).
- AND THE SUPPLY FAN STATUS IS ON.

THE COOLING COIL VALVE SHALL OPEN TO 50% (ADJ.) WHENEVER THE FREEZESTAT (IF PRESENT) IS ON.

ALARMS SHALL BE PROVIDED AS FOLLOWS:

- HIGH COOLING SUPPLY AIR TEMP: IF THE COOLING SUPPLY AIR TEMPERATURE IS 5°F (ADJ.) GREATER THAN SETPOINT

ZONE RE-HEAT SUPPLY AIR TEMPERATURE SETPOINT - OPTIMIZED:
THE HEATING SUPPLY AIR TEMPERATURE SETPOINT SHALL BE RESET BASED ON ZONE HEATING REQUIREMENTS AS FOLLOWS:

- THE INITIAL PRE-HEAT SUPPLY AIR TEMPERATURE SETPOINT SHALL BE 80°F (ADJ.).
- AS HEATING DEMAND INCREASES, THE SETPOINT SHALL INCREMENTALLY RESET UP TO A MAXIMUM OF 90°F (ADJ.).
- AS HEATING DEMAND DECREASES, THE SETPOINT SHALL INCREMENTALLY RESET DOWN TO A MINIMUM OF 72°F (ADJ.).

ZONE RE-HEAT STEAM VALVE:
THE CONTROLLER SHALL MEASURE THE HEATING SUPPLY AIR TEMPERATURE AND MODULATE THE HEATING COIL STEAM VALVE TO MAINTAIN ITS SETPOINT.

THE HEATING SHALL BE ENABLED WHENEVER:

- OUTSIDE AIR TEMPERATURE IS LESS THAN 65°F (ADJ.).
- AND THE SUPPLY FAN STATUS IS ON.

THE HEATING COIL STEAM VALVE SHALL OPEN WHENEVER:

- HEATING SUPPLY AIR TEMPERATURE DROPS FROM 40°F TO 35°F (ADJ.).
- OR THE FREEZESTAT (IF PRESENT) IS ON.

ALARMS SHALL BE PROVIDED AS FOLLOWS:

- HIGH HEATING SUPPLY AIR TEMP: IF THE HEATING SUPPLY AIR TEMPERATURE IS GREATER THAN 120°F (ADJ.).
- LOW HEATING SUPPLY AIR TEMP: IF THE HEATING SUPPLY AIR TEMPERATURE IS 5°F (ADJ.) LESS THAN SETPOINT.

OUTSIDE AIR DAMPERS:
THE DAMPERS SHALL OPEN TO PROVIDE OUTSIDE AIR ANYTIME THE UNIT IS OPERATING AND SHALL CLOSE ANYTIME THE UNIT STOPS. THE DAMPERS SHALL CLOSE 5SEC (ADJ.) AFTER THE SUPPLY FAN STOPS.

ALARMS SHALL BE PROVIDED AS FOLLOWS:

- OUTSIDE AIR DAMPERS FAILURE: COMMANDED OPEN, BUT THE STATUS IS CLOSED.
- OUTSIDE AIR DAMPERS IN HAND: COMMANDED CLOSED, BUT THE STATUS IS OPEN.

PREFILTER DIFFERENTIAL PRESSURE MONITOR:
THE CONTROLLER SHALL MONITOR THE DIFFERENTIAL PRESSURE ACROSS THE PREFILTER.

ALARMS SHALL BE PROVIDED AS FOLLOWS:

- PREFILTER CHANGE REQUIRED: PREFILTER DIFFERENTIAL PRESSURE EXCEEDS A USER DEFINABLE LIMIT (ADJ.).

CARBON FILTER DIFFERENTIAL PRESSURE MONITOR:
THE CONTROLLER SHALL MONITOR THE DIFFERENTIAL PRESSURE ACROSS THE CARBON FILTER.

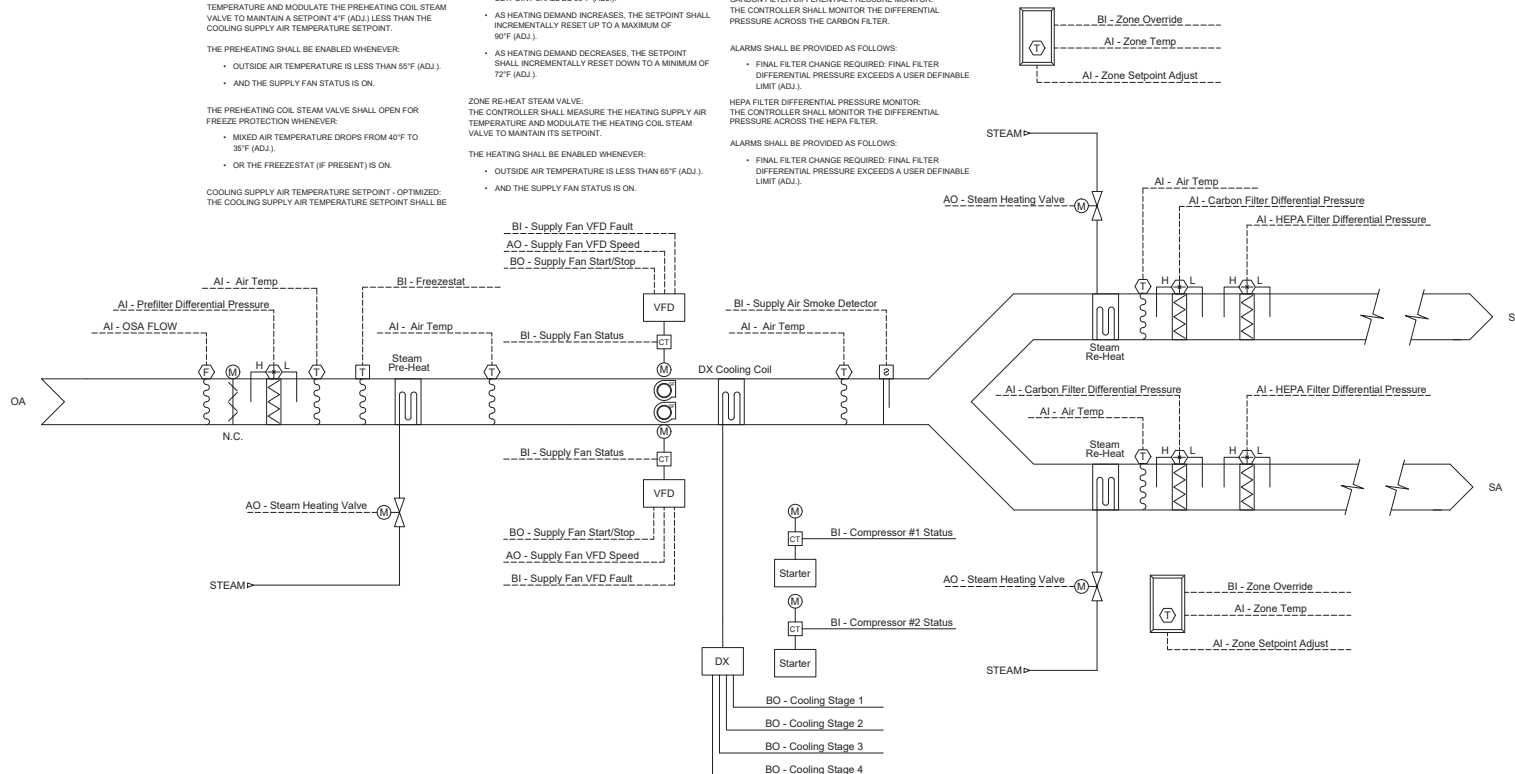
ALARMS SHALL BE PROVIDED AS FOLLOWS:

- FINAL FILTER CHANGE REQUIRED: FINAL FILTER DIFFERENTIAL PRESSURE EXCEEDS A USER DEFINABLE LIMIT (ADJ.).

HEPA FILTER DIFFERENTIAL PRESSURE MONITOR:
THE CONTROLLER SHALL MONITOR THE DIFFERENTIAL PRESSURE ACROSS THE HEPA FILTER.

ALARMS SHALL BE PROVIDED AS FOLLOWS:

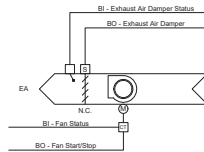
- FINAL FILTER CHANGE REQUIRED: FINAL FILTER DIFFERENTIAL PRESSURE EXCEEDS A USER DEFINABLE LIMIT (ADJ.).



1 AIR HANDLING SCHEDULED

SCALE: NONE

03/28/17 9:56:59 AM S:\PROJECTS\581770\UNIVERSITY OF NEW MEXICO NORTHROP HALL AIR HANDLER REPLACEMENT\DRAWINGS\581770\Z DWS



1 EXHAUST FAN SCHEDULED

SCALE: NONE

SEQUENCE OF OPERATION:

RUN CONDITIONS - SCHEDULED:
THE FAN SHALL RUN ACCORDING TO A USER DEFINABLE SCHEDULE.

FAN:
THE FAN SHALL HAVE A USER DEFINABLE (ADJ.) MINIMUM RUNTIME.

EXHAUST AIR DAMPER:
THE EXHAUST AIR DAMPER SHALL OPEN ANYTIME THE UNIT RUNS AND SHALL CLOSE ANYTIME THE UNIT STOPS. THE EXHAUST AIR DAMPER SHALL CLOSE 30 SEC (ADJ.) AFTER THE FAN STOPS.

ALARMS SHALL BE PROVIDED AS FOLLOWS:

- DAMPER FAILURE: COMMANDED OPEN, BUT THE STATUS IS CLOSED.
- DAMPER IN HAND: COMMANDED CLOSED, BUT THE STATUS IS OPEN.

DAMPER STATUS:
THE FAN SHALL BE ENABLED AFTER THE DAMPER STATUS HAS PROVEN.

ALARMS SHALL BE PROVIDED AS FOLLOWS:

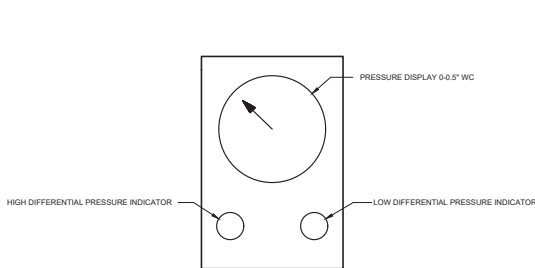
- DAMPER FAILURE: COMMANDED OPEN, BUT THE STATUS IS CLOSED.

- DAMPER IN HAND: COMMANDED CLOSED, BUT THE STATUS IS OPEN.

FAN STATUS:
THE CONTROLLER SHALL MONITOR THE FAN STATUS.

ALARMS SHALL BE PROVIDED AS FOLLOWS:

- FAN FAILURE: COMMANDED ON, BUT THE STATUS IS OFF.
- FAN IN HAND: COMMANDED OFF, BUT THE STATUS IS ON.
- FAN RUNTIME EXCEEDED: FAN STATUS
- RUNTIME EXCEEDS A USER DEFINABLE LIMIT (ADJ.).



1 DIFFERENTIAL PRESSURE GRAPHICS

SCALE: NONE

PROVIDE GRAPHICS INDICATING THE DIFFERENTIAL PRESSURE BETWEEN THE FOLLOWING ROOMS AS INDICATED ON M201:

1. 307A/307
2. 307D/307
3. 307E/307
4. 307C/307B
5. 307F/307
6. 307G20

ROOM DIFFERENTIAL SETPOINTS AND THRESHOLDS FOR ALARM SHALL BE PROVIDED BY THE OWNER AND SET BY THE TEST AND BALANCE CONTRACTOR.



SEAL
100% CDs
FOR REVIEW

UNIVERSITY OF NEW MEXICO
NORTHROP HALL
221 YALE BLVD. N.E.

Current Issue:	
50% Construction Documents	
Issued:	
Progress Set	06/19/2017

Sheet Title:	
MECHANICAL CONTROLS	
Date:	06/19/2017
Designated:	KJB
Reviewed:	PHW
Project No:	0817-00

Sheet No:	
M-702	
Scale:	As Shown

**REQUEST FOR CAPITAL PROJECT CONSTRUCTION APPROVAL for
TAOS HARWOOD MUSEUM: HVAC IMPROVEMENTS
UNIVERSITY OF NEW MEXICO
March 8, 2022**

REQUESTED ACTION:

In accordance with Section 7.12 of the Board of Regents Policy Manual and as required by the New Mexico Higher Education Department and New Mexico State Board of Finance, project approval is requested for **Taos Harwood Museum: HVAC Improvements**

PROJECT DESCRIPTION:

Replacement of RTU's identified as 3 and 4 are required and will include new electrical power feed from the existing panel. This requires new conduit, new wire and new breakers within the electrical panel. In addition, there may be structural modifications, reinforcement of the roof deck, due to the new unit size and increased weight. Mechanical controls integration into the existing system will be needed in order to operate the new units to include including programming and commissioning of the units prior to start up.

PROJECT RATIONALE:

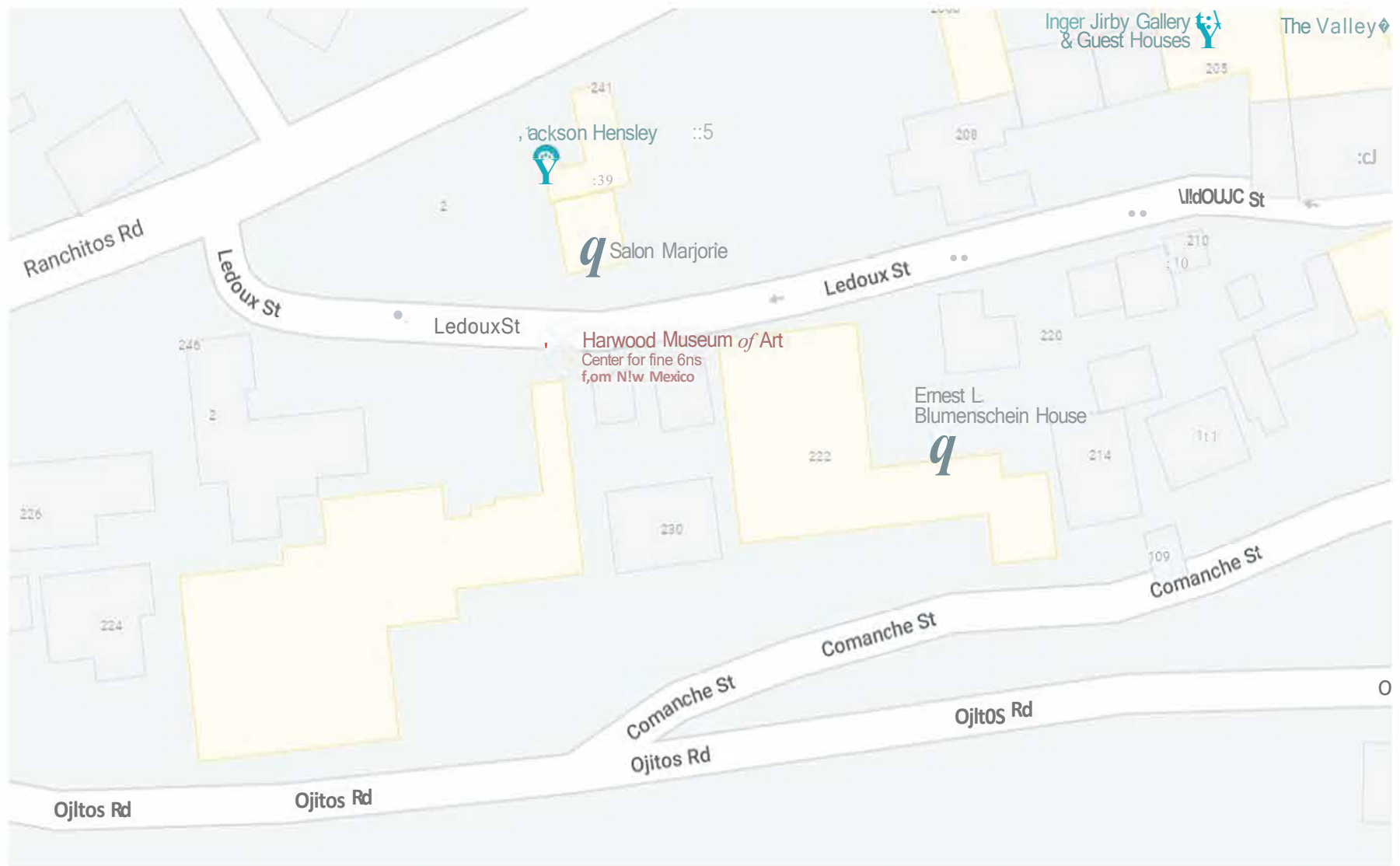
The Harwood Museum has 4 Roof Top Units (RTUs) that are approximately 23 years old and need to be replaced. These systems are not up-to-date in their monitoring capability, and not accessible for remote control. RTU-3 and RTU-4 are currently failing. RTU-3 is leaking and mostly non-functioning and RTU-4 is only partially working. Both units are required to maintain proper temperature and humidity requirements for the art exhibits.

If the project does not receive approval, the museum, the collections are at risk and the facility's American Association of Museums accreditation is jeopardized due to not being able to meet the indoor air requirements for temperature and humidity.

FUNDING:

The total estimated Project Budget is \$350,000:

- \$100,000 is funded from Legislative Capital Outlay FY22 Funding Granted
- \$150,000 is funded from FY22 FIN Allocation
- \$50,000 is funded from Harwood Museum Unrestricted Reserves from Individual Gifts
- \$50,000 is funded from FY22 Emergency Reserves



**REQUEST FOR CAPITAL PROJECT CONSTRUCTION APPROVAL for
BIOMEDICAL RESEARCH FACILITY (BRF) LABORATORY AIRFLOW SAFETY
MODIFICATIONS TO BSL-2 LABS 120-127
UNIVERSITY OF NEW MEXICO
March 08, 2022 REQUESTED ACTION:**

In accordance with Section 7.12 of the Board of Regents Policy Manual and as required by the New Mexico Higher Education Department and New Mexico State Board of Finance, project approval is requested for **Laboratory Airflow Safety Modifications to BSL-2 Labs 120-127 at the Biomedical Research Facility (BRF)**, on the Albuquerque North Campus.

PROJECT DESCRIPTION:

The Biomedical Research Facility (building 253) is 108,465 gsf and is composed primarily of research laboratories, with some administrative office spaces. Sealing of the Bio-Safety Level 2 (BSL-2) laboratories 120-127 and installing laboratory airflow controls will provide a safe Indoor Air Quality (IAQ) environment for research done in those labs. The remaining labs not covered in this project will be addressed in future projects.

PROJECT RATIONALE:

The Biomedical Research Facility was constructed in 1982 and comprises five levels: a basement, a ground level, and three upper floors containing primarily Bio-Safety Level 2 (BSL-2) laboratories for biomedical research. It was recently discovered that the laboratory levels have an open airflow path between the laboratories and other spaces on the same floor level (laboratories, corridors, offices, etc.). To isolate the laboratory processes and provide secondary containment, the perimeter walls of each lab must be continued above the ceiling up to the floor or roof above, and all penetrations through the walls must be sealed.

Once 120-127 laboratories have been properly sealed, standard laboratory airflow controls can be installed, including airflow valves and controls for primary containments (fume hoods, biosafety cabinets, etc.), room supply air and room general exhaust.

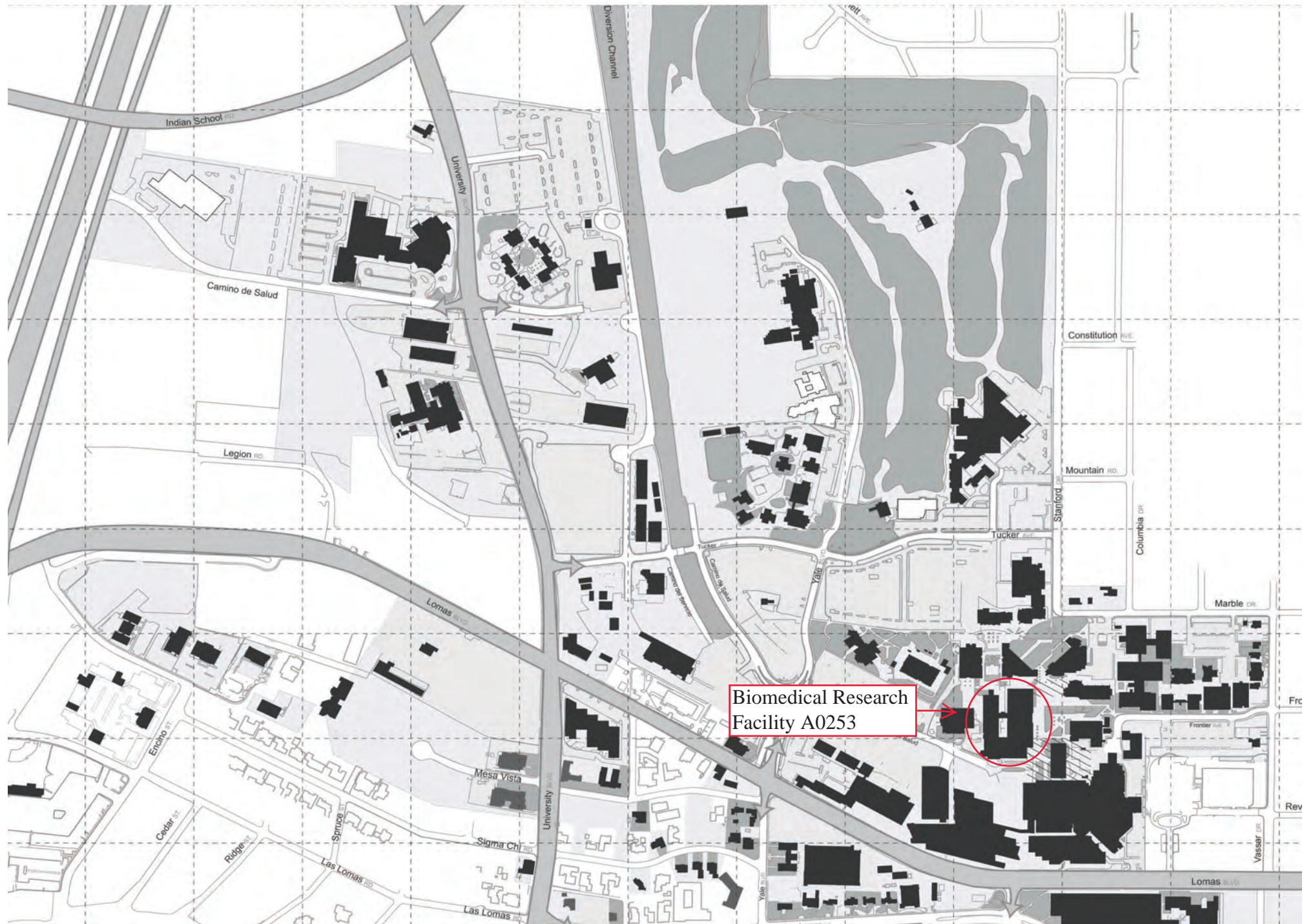
The combination of sealing each lab and installing airflow controls will provide a safe indoor air quality environment for the research performed in 120-127 labs. Additionally, isolating the laboratories will allow the building makeup air and exhaust systems to operate at a lower energy level, without struggling to maintain differential pressures between unsealed spaces.

If this project is not approved, the 120-127 laboratories would remain in their present state with the potential of exposure for building occupants to biological materials that would otherwise be contained within the laboratory and exhausted from the building. Building makeup air and exhaust systems will continue to operate at a higher-than-necessary energy level to maintain differential pressures.

FUNDING: The total estimated Project Budget is \$565,000

- \$565,000 is funded from FY22 Sustainability Surcharge

The University of New Mexico - Albuquerque: North Campus





PROJECT SITE
LOCATION
BUILDING 253



BSL-2 LAB AND INTERLAB 120, 121, 124, 125 & 127

SCALE: 1/8" = 1'-0"

BIOMEDICAL RESEARCH FACILITY

UNIVERSITY OF NEW MEXICO SCHOOL OF MEDICINE

915 Camino De Salud NE | Building 253 - #A0253 | Albuquerque, NM 87131-3500

FIRST FLOOR - BSL-2 LAB & INTERLAB HVAC EXHAUST & SUPPLY AIR SYSTEMS LAB 120, LAB 121, LAB 124, LAB 125 & LAB 127



FACILITIES MANAGEMENT ENGINEERING & ENERGY SERVICES
Albuquerque, NM 87131-3500 | Phone: (505) 277-1126 Fax: (505) 277-3561

NOVEMBER 5, 2021 INDEX OF DRAWINGS

LAB 120, LAB 121, LAB 124, LAB 125 & LAB 127

GENERAL

SEQUENCE	SHEET NUMBER	LEVEL	SHEET TITLE
01	G-001		COVER SHEET

ARCHITECTURAL

SEQUENCE	SHEET NUMBER	LEVEL	SHEET TITLE
02	A-101	1ST FLOOR	1ST FLOOR PARTIAL ARCHITECTURAL PLAN
03	A-201	1ST FLOOR	CEILING PLENUM - WALL PENETRATION PLAN
04	A-301	1ST FLOOR	INTERIOR PARTITION TYPE, FINISH SCHEDULE AND MISCELLANEOUS PHOTOS

MECHANICAL

SEQUENCE	SHEET NUMBER	LEVEL	SHEET TITLE
05	MD-101	1ST FLOOR	MECHANICAL DEMOLITION PLAN
06	M-101	1ST FLOOR	MECHANICAL NEW WORK PLAN
07	M-501	-	TYPICAL PENETRATION DETAILS
08	MI-601	-	B.A.S. BASED LABORATORY AIRFLOW SAFETY STANDARD CONTROLS DIAGRAM, LABORATORY HOOD EXHAUST - LAB ROOMS 121 AND 125
09	MI-602	-	SEQUENCE OF OPERATION AND CONTROLS EQUIPMENT SCHEDULE

B.A.S. -BASED LAB RECIRCULATION
HOOD AIRFLOW CONTROLS DIAGRAM



QAE ENGINEERING | 1409 ORTIZ DRIVE SE | ALBUQUERQUE, NM 87108 | (505) 336-7092

G-001

Keyed Notes

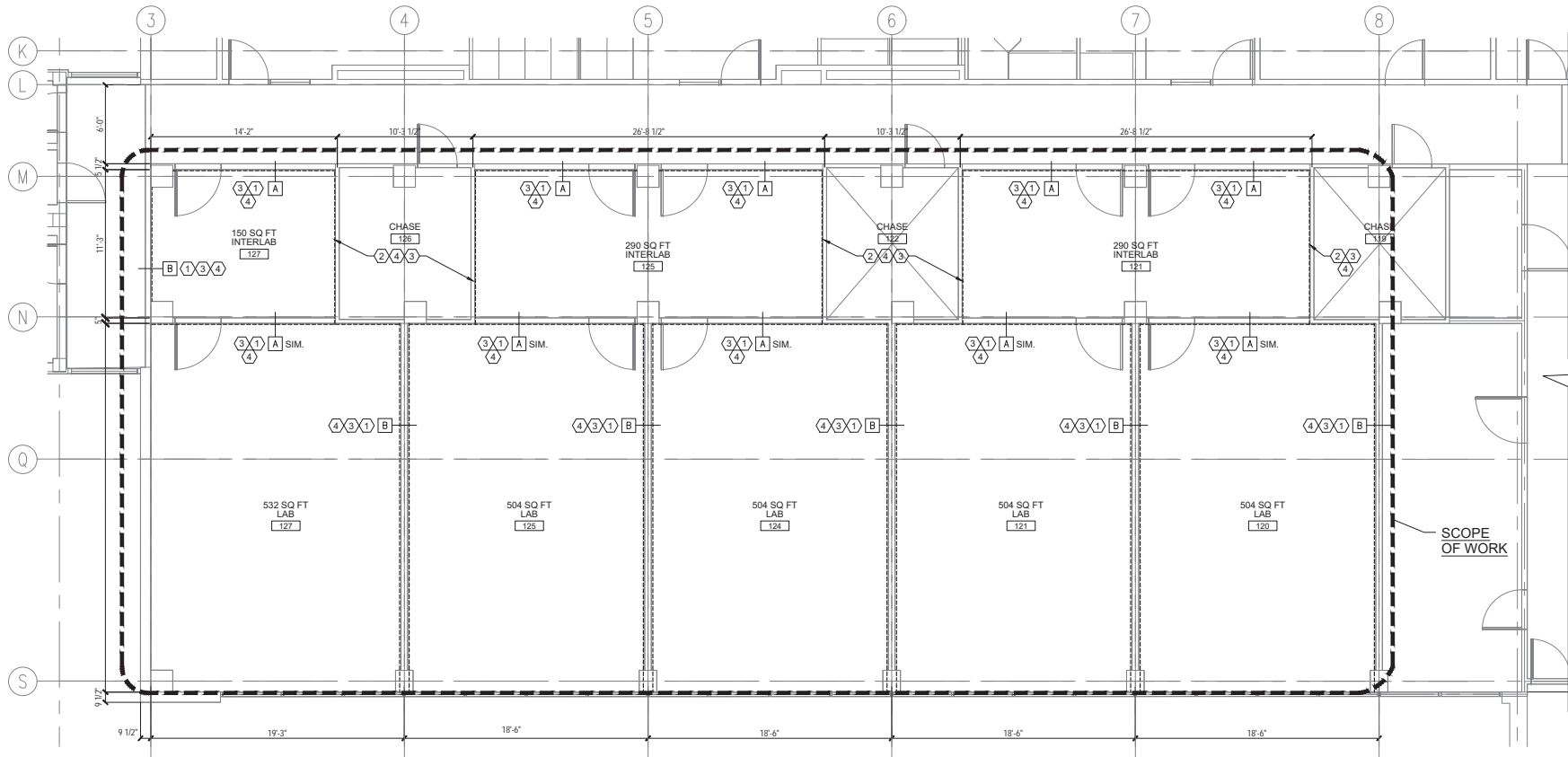
1. EXTEND INTERIOR PARTITION WALL TO BOTTOM OF STRUCTURAL DECK.
2. FIELD VERIFY MECHANICAL CHASE WALL EXTENDS TO BOTTOM OF STRUCTURAL DECK ALL AROUND. REFER TO INTERIOR PARTITION ASSEMBLY, TYPE B.
3. COORDINATE AND REFER TO SHEET A-201, CEILING PLENUM AND PENETRATION PLAN FOR ADDITIONAL INFORMATION. SEE SHEET A-301 INTERIOR PARTITION ASSEMBLY, TYPE A & B FOR NEW WALL EXTENSION DETAIL.
4. SEAL BOTH SIDES OF ALL WALL PENETRATIONS WITH FIRE CAULK, TYPICAL. (SHEET ROCK SHALL BE CONTINUOUS AROUND EACH SPACE).

Symbol Legend

- A — WALL TYPE
- POINT OF CONNECTION

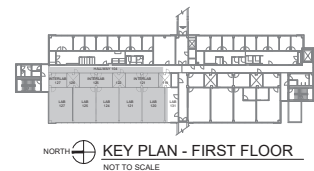
General Notes

- CONTRACTOR SHALL VERIFY ALL CONDITIONS AND DIMENSIONS AT THE JOB SITE. IF ANY DISCREPANCIES ARE FOUND, THE ENGINEER OF RECORD SHALL BE NOTIFIED.
- PROTECT FROM DAMAGING EXISTING ELECTRICAL, MECHANICAL EQUIPMENT, ETC. WHICH WILL REMAIN AS PART OF THE FINAL SYSTEMS. IF DAMAGED, THE CONTRACTOR SHALL REPAIR AND/OR RESTORE THESE ITEMS TO PRE-CONSTRUCTION CONDITIONS.
- THE CONTRACTOR SHALL PATCH ALL WALLS IN AREAS WHERE MISCELLANEOUS FIXTURES, CONDUIT, AND DEVICES HAVE BEEN REMOVED.
- PATCH/REPAIR/TEXTURE ALL WALLS FOR CONSISTENT FINISH FREE OF DEFECTS & UNEVEN SURFACES.
- CONTRACTOR SHALL CONFIRM ADEQUATE BLOCKING SUPPORT FOR ALL WALL-HUNG ITEMS. FOR WALL-HUNG ITEMS IN CONCRETE WALLS, CONTRACTOR SHALL CONFIRM REQUIRED ANCHORING WITH EQUIPMENT MANUFACTURER.
- ALL WORK SHALL CONFORM TO THE REQUIREMENTS OF THE 2018 EDITION OF THE IBC, INTERNATIONAL BUILDING CODE AND ALL OTHER GOVERNING AUTHORITIES HAVING JURISDICTION.
- CONTRACTOR SHALL SECURE ALL NECESSARY PERMITS REQUIRED BY LOCAL AUTHORITIES.
- ALL TESTING AND INSPECTIONS SHALL BE COORDINATED AND SCHEDULED BY THE CONTRACTOR TO FIT WITHIN THE WORKFLOW OF THE PROJECT.
- CONTRACTOR SHALL COORDINATE SCHEDULE DATE, SITE ACCESS WITH THE USER PRIOR TO COMMENCING WORK.
- ONLY MAJOR ITEMS OF DEMOLITION ARE SHOWN ON THE DEMOLITION DRAWINGS. THERE MAY BE SPECIFIC AND SMALL ITEMS OF DEMOLITION AND REPAIR THAT WILL BE NECESSARY THROUGHOUT THE COURSE OF THE WORK WHICH IS APPARENT BY A COMPLETE AND THOROUGH REVIEW OF EXISTING CONDITIONS AND ALL OF THE CONSTRUCTION DOCUMENTS. IT IS THE CONTRACTOR'S RESPONSIBILITY TO PERFORM ALL DEMOLITION OPERATIONS REQUIRED FOR THE PROJECT.
- EXISTING CONSTRUCTION SHALL BE MODIFIED AS NEEDED TO ACCOMMODATE NEW DEVICES AND CONDUIT ROUTES, SUCH MODIFICATIONS WILL BE REPAIRED AND FINISHED TO MATCH ADJACENT.
- ALL SYMBOLS AND ABBREVIATIONS USED ON DRAWINGS ARE CONSIDERED TO BE CONSTRUCTION STANDARDS. IF THE CONTRACTOR HAS QUESTIONS REGARDING SAME, OR THEIR EXACT MEANING, THE ENGINEER OF RECORD SHALL BE NOTIFIED FOR CLARIFICATION.
- CONTRACTOR SHALL THOROUGHLY CLEAN ALL CEILING SPACES IN THE PROJECT AREA TO REMOVE ALL DUST DEPOSITS AND DEBRIS.



1ST FLOOR PARTIAL ARCHITECTURAL PLAN - BSL-2 LAB AND INTERLAB 120, 121, 124, 125 & 127

SCALE: 1/4" = 1'-0"



BIOMEDICAL RESEARCH FACILITY

UNIVERSITY OF NEW MEXICO SCHOOL OF MEDICINE
915 Camino De Salud NE | Building 253 - #A0253 | Albuquerque, NM 87131-3500



FACILITIES MANAGEMENT ENGINEERING & ENERGY SERVICES

FIRST FLOOR - BSL-2 LAB & INTERLAB
1ST FLOOR PARTIAL - ARCHITECTURAL PLAN
HVAC EXHAUST & SUPPLY AIR SYSTEMS
LAB 120, LAB 121, LAB 124, LAB 125 & LAB 127

DESIGNED	RAQ
DRAWN	NM
REVISION	-
REVISION #	-
DATE	10-7-2021



FILE: B #253_21-035

A-101

2 of 9 SHEETS

Symbol Legend

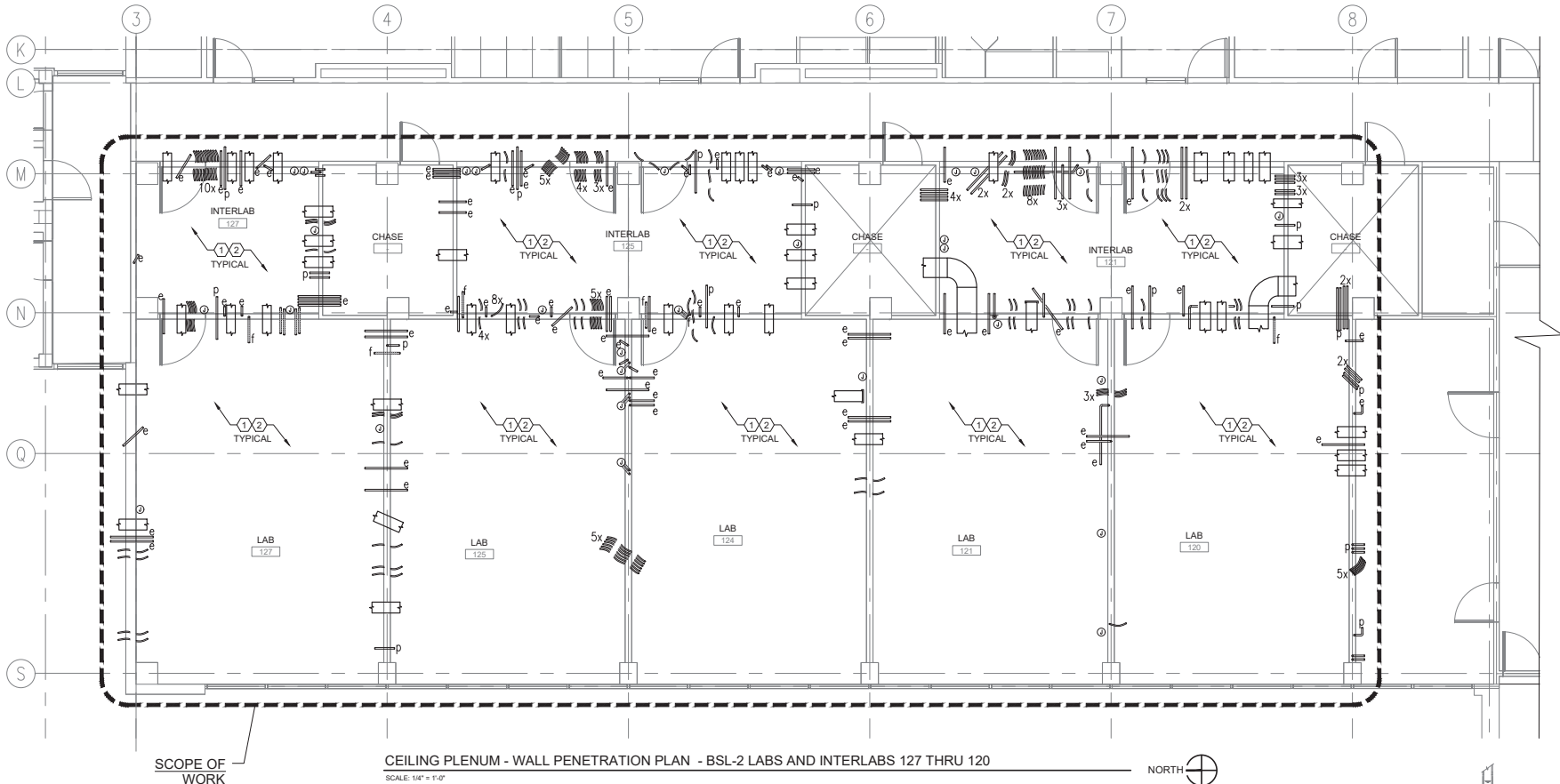
	CONDUIT
	LOOSE WIRE(S)
	DUCT
	CAST IRON / PIPE
	FLEX CONDUIT
	JUNCTION BOX

General Notes

- PLANS ARE GRAPHIC REPRESENTATIONS. CONTACT BUILDING MANAGEMENT WITH ANY QUESTIONS REGARDING INTENT. ALL AREAS TO BE REMODELED REQUIRE FIELD VERIFICATION PRIOR TO PROJECT START.
- CONTRACTOR TO COORDINATE ALL UTILITY SHUT DOWNS AND TIE-INS WITH THE OWNER.
- LABORATORY SHALL BE ADEQUATELY SEALED TO MAINTAIN DIFFERENTIAL PRESSURE BETWEEN LABORATORY AND SURROUNDING SPACES.

Keyed Notes

- REFER TO SYMBOL LEGEND FOR GENERAL DESCRIPTION OF PENETRATION TYPE. DUCT SIZES ARE NOT SHOWN ON PLAN. REFER TO SHEET A-301 WHERE MISCELLANEOUS PHOTOS ARE PROVIDED.
- WALL PENETRATIONS SHOWN ON PLAN ARE CLOSE REPRESENTATION OF TYPE AND NUMBER OF DUCTS, CONDUITS, WIRES AND LOOSE COMM LINES THAT ROUTE BETWEEN ANTE-ROOM / INTERLAB, LABORATORY AND HALLWAY 104.

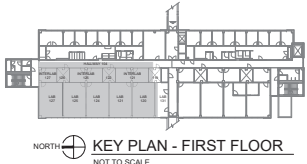


SCOPE OF WORK

CEILING PLENUM - WALL PENETRATION PLAN - BSL-2 LABS AND INTERLABS 127 THRU 120

SCALE: 1/8" = 1'-0"

NORTH



BIOMEDICAL RESEARCH FACILITY

UNIVERSITY OF NEW MEXICO SCHOOL OF MEDICINE
915 Camino De Salud NE | Building 253 - 4A0253 | Albuquerque, NM 87131-3500

UNIVERSITY OF NEW MEXICO

FACILITIES MANAGEMENT ENGINEERING & ENERGY SERVICES

FIRST FLOOR - BSL-2 LAB & INTERLAB
CEILING PLENUM - WALL PENETRATION PLAN

HVAC EXHAUST & SUPPLY AIR SYSTEMS
LAB 120, LAB 121, LAB 124, LAB 125 & LAB 127

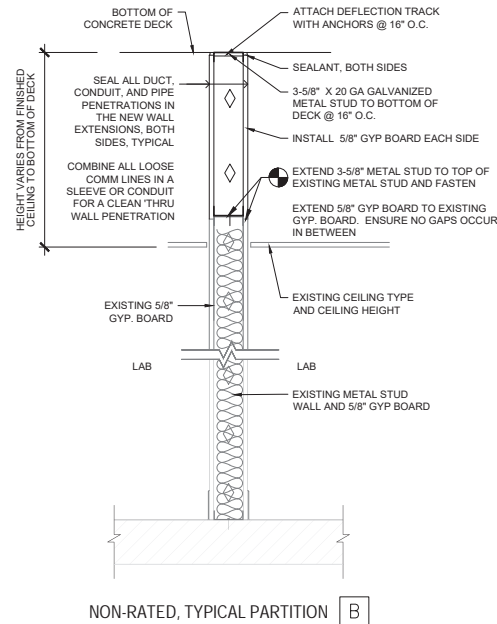
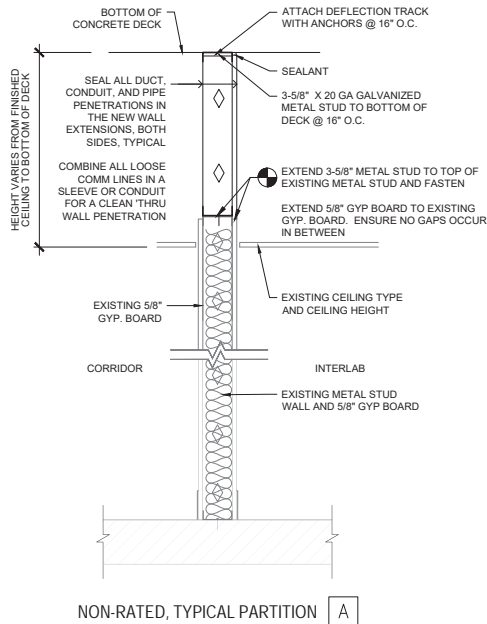
1. WITH SUBMITTALS	1/20/21
2. FOR REVIEW PROCEED	2/1/21
3. FOR REVIEW PROCEED	2/1/21
4. FOR REVIEW PROCEED	2/1/21
5. FOR REVIEW PROCEED	2/1/21
DESIGNED	RAQ
DRAWN	NM
REVISED	-
REVISION #	-
DATE	10-7-2021



FILE: B #253_21-035

A-201

3 of 9 SHEETS



MATERIAL & FINISH SCHEDULE			
ROOM	WALL TYPE	CEILING	REMARK
INTERLAB 121	A, B	MATCH EXISTING	GENERAL WALL PAINT; SEMI-GLOSS
LAB 120	B	MATCH EXISTING	GENERAL WALL PAINT; SEMI-GLOSS
LAB 121	B	MATCH EXISTING	GENERAL WALL PAINT; SEMI-GLOSS
INTERLAB 125	A, B	MATCH EXISTING	GENERAL WALL PAINT; SEMI-GLOSS
LAB 124	B	MATCH EXISTING	GENERAL WALL PAINT; SEMI-GLOSS
LAB 125	B	MATCH EXISTING	GENERAL WALL PAINT; SEMI-GLOSS
INTERLAB 127	A, B	MATCH EXISTING	GENERAL WALL PAINT; SEMI-GLOSS
LAB 127	B	MATCH EXISTING	GENERAL WALL PAINT; SEMI-GLOSS

1. A - NON-RATED WALL B - NON-RATED WALL
2. PAINT MANUFACTURER: DUNN EDWARDS
3. PAINT COLOR TO MATCH EXISTING
4. BLEND AND MATCH EXISTING WALL / TEXTURE FINISH



1 WALL BETWEEN INTERLAB 127 AND HALLWAY 104
NOT TO SCALE



2 WALL BETWEEN INTERLAB 125 AND LAB 125
NOT TO SCALE



3 WALL BETWEEN LAB 120 AND INTERLAB 121
NOT TO SCALE



4 WALL BETWEEN LAB 127 AND LAB 125
NOT TO SCALE



5 WALL BETWEEN LAB 120 AND LAB 130
NOT TO SCALE

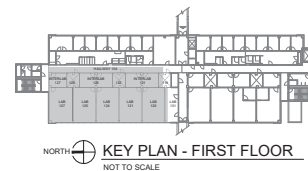




EXHIBIT A



EXHIBIT B

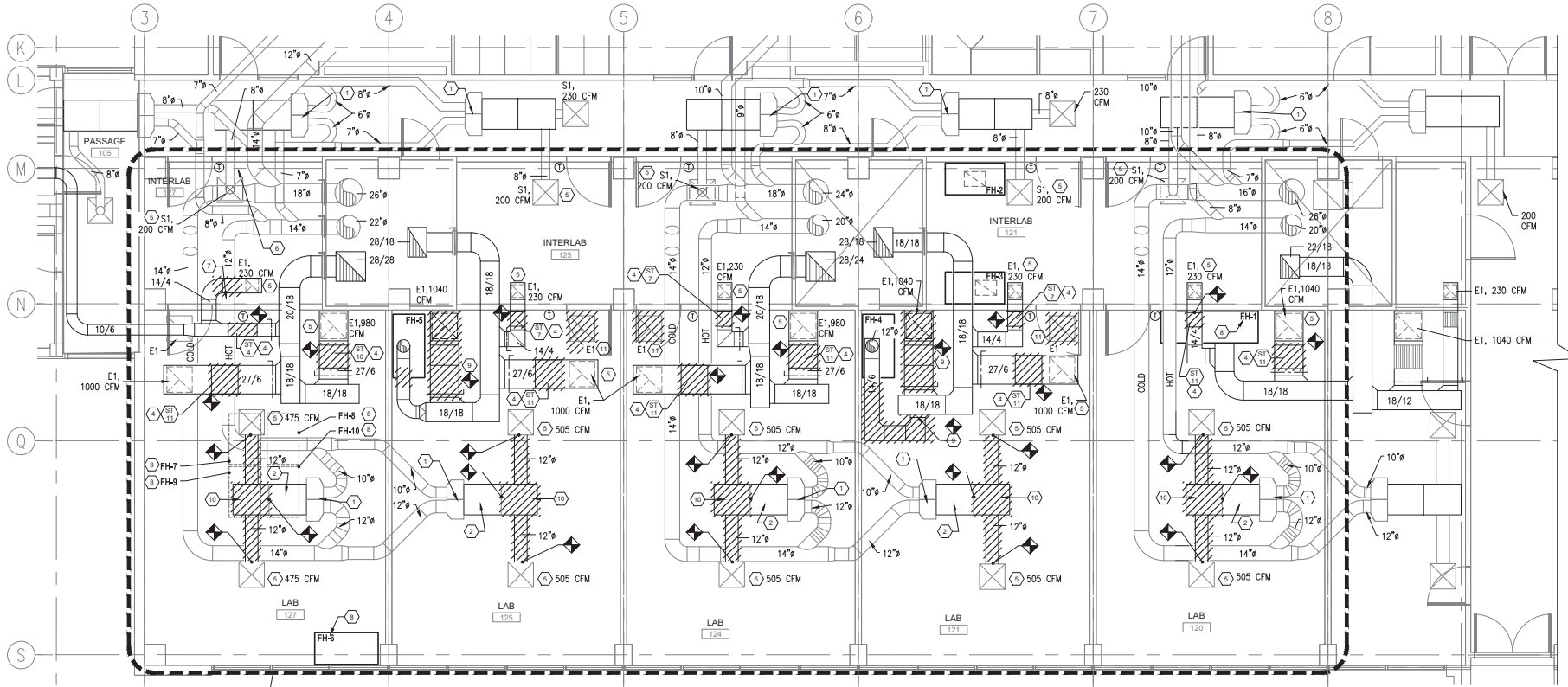


Keyed Notes

1. EXISTING CONSTANT VOLUME, DOUBLE DUCT TERMINAL UNIT TO REMAIN.
2. EXISTING MIXING BOX TO REMAIN.
3. DEMO EXISTING SUPPLY DUCT TO THE LIMITS SHOWN. MAINTAIN REMAINING FOR REUSE WITH NEW SUPPLY AIR VALVES. REFER TO SHEET M-101, MECHANICAL NEW WORK PLAN.
4. REMOVE EXISTING SOUND TRAP. MAINTAIN DISTRIBUTION FOR REUSE.
5. EXISTING SA / EA DIFFUSER TO REMAIN, TYPICAL.
6. EXISTING GENERAL EXHAUST DUCT DROPS DOWN TO FINISH FLOOR SHALL BE DEMO'D BACK TO MAIN AND CAPPED. REFER TO EXHIBIT 'A', THIS SHEET.
7. EXISTING GENERAL EXHAUST DUCT DROPS DOWN TO FINISH FLOOR SHALL BE DEMO'D BACK TO MAIN AND CAPPED. REFER TO EXHIBIT 'B', THIS SHEET.
8. EXISTING LAB RECIRCULATING FUME HOODS TO REMAIN.
9. DEMO EXISTING EXHAUST DUCT TO LIMITS SHOWN AND CAP, LEAKTIGHT. REFER TO SHEET M-101 MECHANICAL NEW WORK PLAN.
10. DEMO EXISTING DUCTWORK TO LIMITS SHOWN. MAINTAIN MIXING BOX AND DIFFUSERS FOR RE-USE.
11. REMOVE EXISTING DIFFUSER / GRILLE AND REPLACE WITH ACOUSTICAL CEILING TILE (SIMILAR TO EXISTING).

General Notes

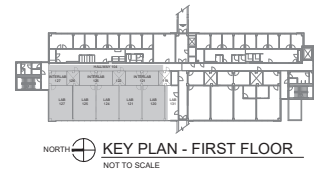
- A. PLANS ARE GRAPHIC REPRESENTATIONS. CONTACT BUILDING MANAGEMENT WITH ANY QUESTIONS REGARDING INTENT. ALL AREAS TO BE REMODELED REQUIRE FIELD VERIFICATION PRIOR TO PROJECT START.
- B. CONTRACTOR TO COORDINATE ALL UTILITY SHUT DOWNS AND TIE-INS WITH THE OWNER.



SCOPE OF WORK

FIRST FLOOR MECHANICAL PLAN - DEMOLITION | BSL-2 LAB AND INTERLAB 120, 121, 124, 125 & 127

SCALE: 1/8" = 1'-0"



BIOMEDICAL RESEARCH FACILITY

UNIVERSITY OF NEW MEXICO SCHOOL OF MEDICINE
915 Camino De Salud NE | Building 253 - 4A0253 | Albuquerque, NM 87131-3500



FACILITIES MANAGEMENT ENGINEERING & ENERGY SERVICES

FIRST FLOOR - BSL-2 LAB & INTERLAB
MECHANICAL PLAN - DEMOLITION

HVAC EXHAUST & SUPPLY AIR SYSTEMS
LAB 120, LAB 121, LAB 124, LAB 125 & LAB 127

DESIGNED	RAQ
DRAWN	NM
REVISION	-
REVISION #	-
DATE	10-7-2021



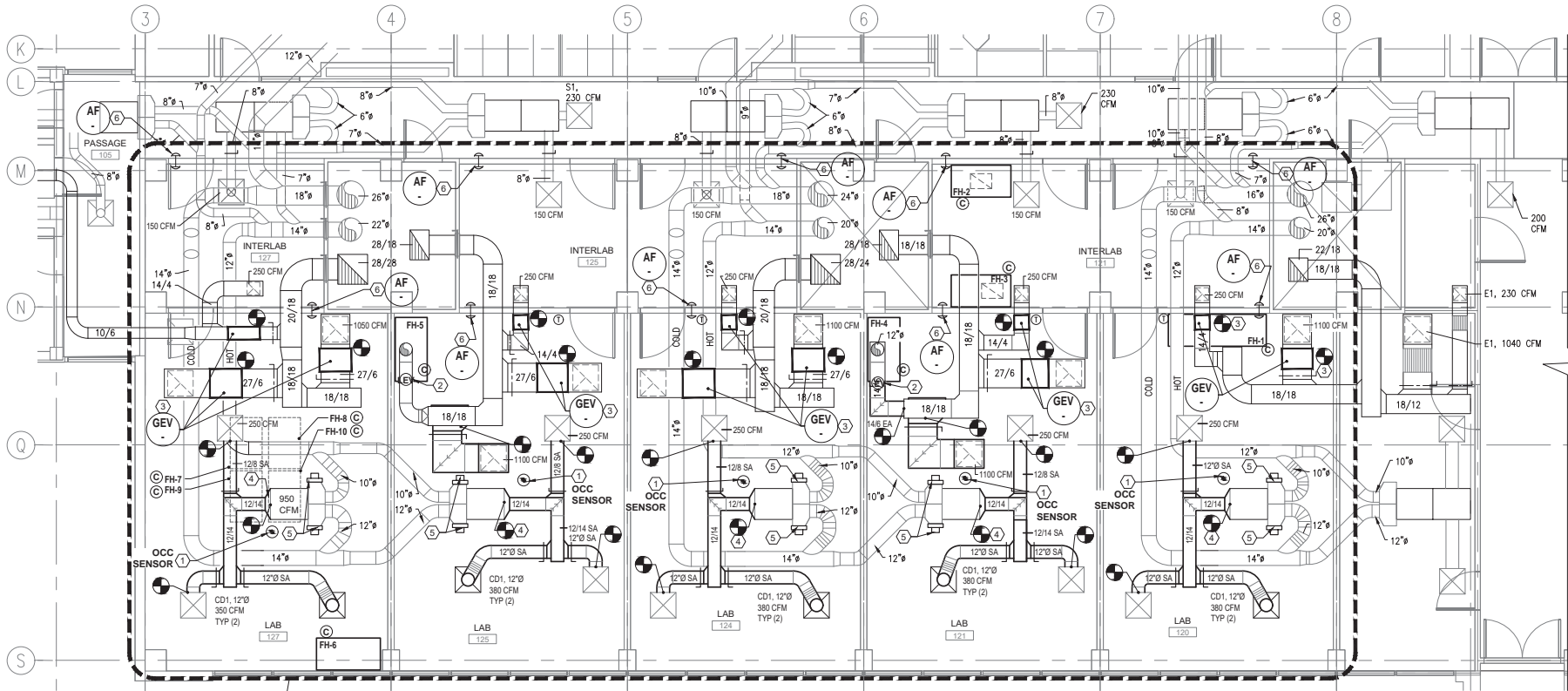
FILE: B #253_21-035

MD-101

5 of 9 SHEETS

New UNM BRF Lab Air Flows (Each is Used for AC/Hr)											
Lab/Space Name	Cold Deck Supply (CFM)	Hot Deck Supply (CFM)	C/H Total Supply (Max CFM)	C/H Total Supply (Min CFM)	Return (CFM)	Exhaust (Max CFM)	Exhaust (Min CFM)	Delta (CFM)	Lab Area (Ft ²)	Lab Vol (Ft ³)	Max Air Changes/Hr
Lab 120A	430	330	900	450	0	330	500	200	538	4662	14.16
Lab 120B	430	330	900	450	0	330	500	200	538	4662	14.16
Lab 120C	430	330	900	450	0	330	500	200	538	4662	14.16
Lab 120D	430	330	900	450	0	330	500	200	538	4662	14.16
Lab 120E	430	330	900	450	0	330	500	200	538	4662	14.16
Lab 120F	430	330	900	450	0	330	500	200	538	4662	14.16
Lab 120G	430	330	900	450	0	330	500	200	538	4662	14.16
Lab 120H	430	330	900	450	0	330	500	200	538	4662	14.16
Lab 120I	430	330	900	450	0	330	500	200	538	4662	14.16
Lab 120J	430	330	900	450	0	330	500	200	538	4662	14.16
Lab 120K	430	330	900	450	0	330	500	200	538	4662	14.16
Lab 120L	430	330	900	450	0	330	500	200	538	4662	14.16
Lab 120M	430	330	900	450	0	330	500	200	538	4662	14.16
Lab 120N	430	330	900	450	0	330	500	200	538	4662	14.16
Lab 120O	430	330	900	450	0	330	500	200	538	4662	14.16
Lab 120P	430	330	900	450	0	330	500	200	538	4662	14.16
Lab 120Q	430	330	900	450	0	330	500	200	538	4662	14.16
Lab 120R	430	330	900	450	0	330	500	200	538	4662	14.16
Lab 120S	430	330	900	450	0	330	500	200	538	4662	14.16
Lab 120T	430	330	900	450	0	330	500	200	538	4662	14.16
Lab 120U	430	330	900	450	0	330	500	200	538	4662	14.16
Lab 120V	430	330	900	450	0	330	500	200	538	4662	14.16
Lab 120W	430	330	900	450	0	330	500	200	538	4662	14.16
Lab 120X	430	330	900	450	0	330	500	200	538	4662	14.16
Lab 120Y	430	330	900	450	0	330	500	200	538	4662	14.16
Lab 120Z	430	330	900	450	0	330	500	200	538	4662	14.16

UNM BRF LAB AND INTERLAB AIR FLOW SCHEDULE



1ST FLOOR MECHANICAL PLAN - NEW WORK | BSL-2 LAB AND INTERLAB 120, 121, 124, 125 & 127

SCALE: 1/4" = 1'-0"

SCOPE OF WORK

General Notes

- PLANS ARE GRAPHIC REPRESENTATIONS. CONTACT FACILITIES WITH QUESTIONS REGARDING SCOPE OF WORK. CONTRACTOR IS RESPONSIBLE TO PERFORM FIELD VERIFICATION TO ALL AREAS PRIOR TO PROJECT START.
- CONTRACTOR TO COORDINATE ALL UTILITY SHUT DOWNS AND TIE-INS WITH THE OWNER.

Keyed Notes

- OCCUPANCY SENSOR (ECCO FLEX OR LEUTRON) WITH ASSOCIATED RELAY TO PROVIDE A COMPLETE AND FUNCTIONAL SYSTEM.
- INSTALL AND CONNECT NEW LEV, GENERAL EXHAUST VALVE. ADJUST AIR VELOCITY AS INDICATED ON SCHEDULE, THIS SHEET. PROVIDE ACCESSORIES CONTROL VALVE ACTUATOR AND AIRFLOW TRANSMITTER. REFER TO CONTROL EQUIPMENT SCHEDULE AND CONTROLS DIAGRAM, SHEET MI-502.
- INSTALL AND CONNECT NEW GEV, GENERAL EXHAUST VALVE TO MODULATE ROOM PRESSURIZATION AS INDICATED ON SCHEDULE, THIS SHEET. PROVIDE ACCESSORIES CONTROL VALVE ACTUATOR AND AIRFLOW TRANSMITTER.
- REFER TO CONTROL EQUIPMENT SCHEDULE AND CONTROLS DIAGRAM, SHEET MI-502.
- CONNECT NEW SUPPLY AIR PLENUM TO EXISTING MIXING BOX. PROVIDE TRANSITIONS AS REQUIRED FOR A SEALTIGHT CONNECTION.
- NEW DDC, FULLY MODULATING ACTUATOR. PROVIDE BLEED AIRFLOW SENSOR, EBTION MODEL II EF-X2000-B WITH DISPLAY AND WALL KIT. INSTALL APPROXIMATELY 6"-10" BELOW FINISHED CEILING. FIELD COORDINATE EXISTING CONDITIONS PRIOR TO INSTALL.

BIOMEDICAL RESEARCH FACILITY

UNIVERSITY OF NEW MEXICO SCHOOL OF MEDICINE
915 Camino De Salud NE | Building 253 - #A0253 | Albuquerque, NM 87131-3500

NEW MEXICO

FACILITIES MANAGEMENT ENGINEERING & ENERGY SERVICES

FIRST FLOOR - BSL-2 LAB & INTERLAB MECHANICAL NEW WORK PLAN

HVAC EXHAUST & SUPPLY AIR SYSTEMS LAB 120, LAB 121, LAB 124, LAB 125 & LAB 127

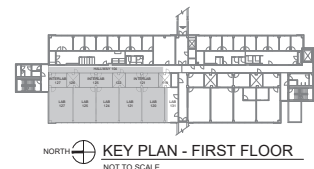
DESIGNED	RAQ
DRAWN	NM
REVISION	-
REVISION #	-
DATE	10-7-2021

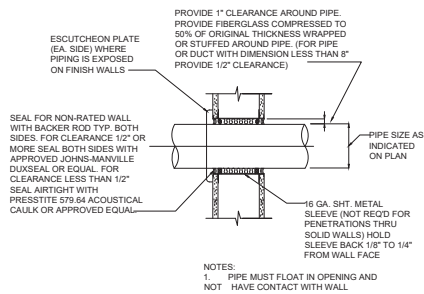


FILE: B #253_21-035

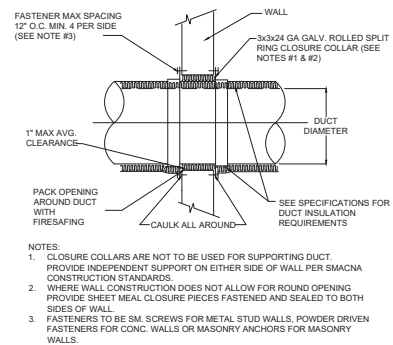
M-101

6 of 9 SHEETS

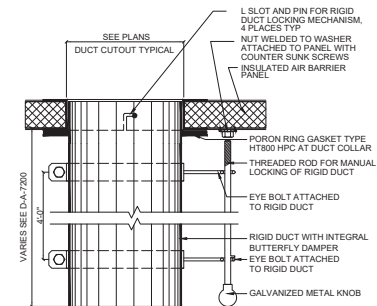




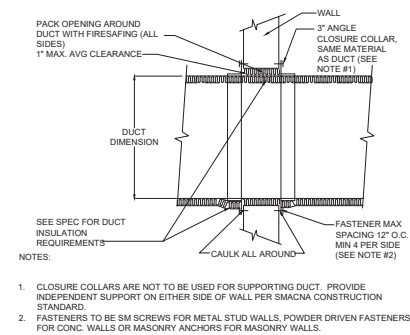
C2 PIPE THRU GWB WALL PENETRATION
NOT TO SCALE



C3 ROUND DUCT WALL PENETRATION
NOT TO SCALE



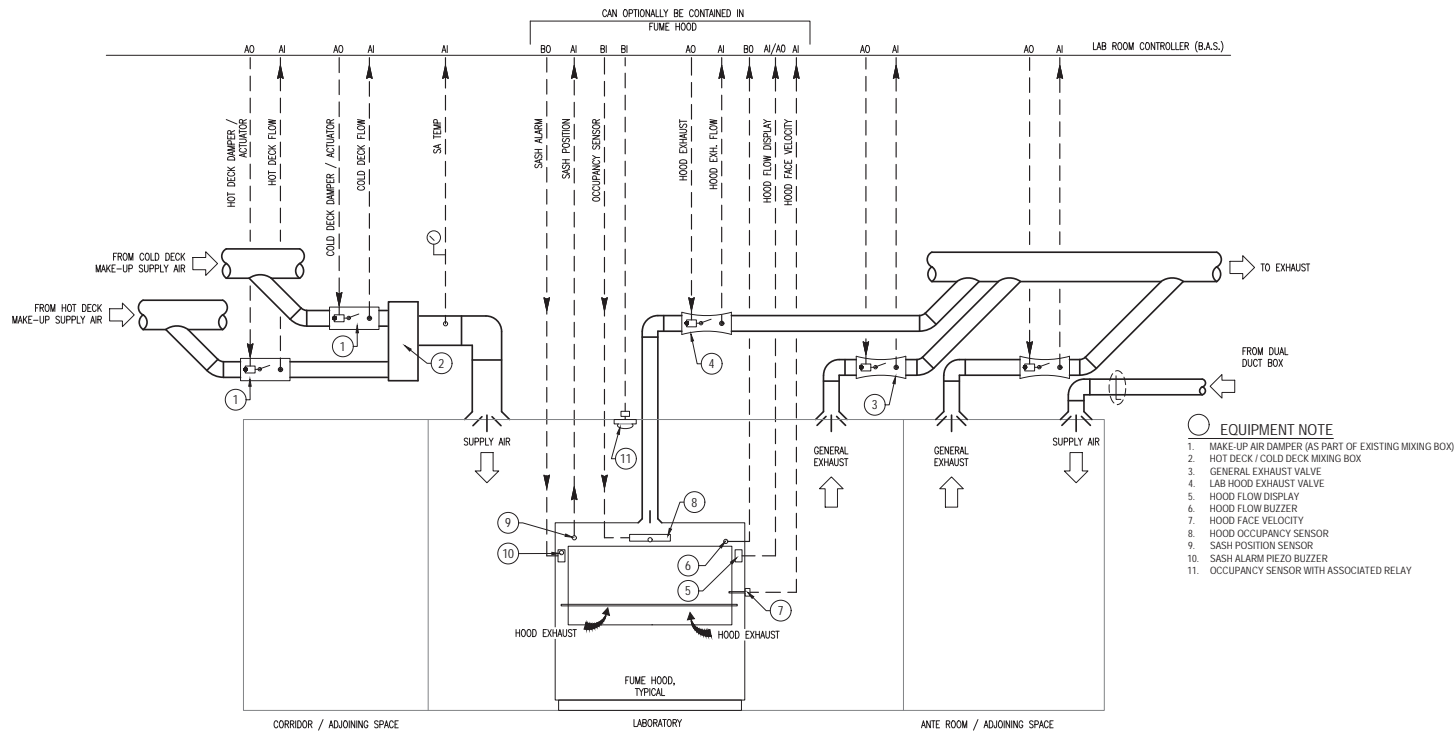
B3 RIGID DUCT PENETRATION
NOT TO SCALE



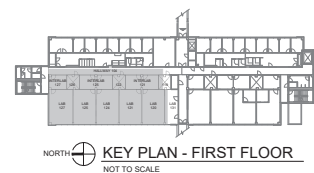
A3 RECTANGULAR DUCT WALL PENETRATION
NOT TO SCALE

DESIGNED	RAQ
DRAWN	NM
REVISED	-
REVISION #	-
DATE	10-7-2021





B.A.S. BASED LABORATORY AIRFLOW SAFETY STANDARD CONTROLS DIAGRAM
LABORATORY HOOD EXHAUST - LAB ROOMS 121 AND 125



DESIGNED	RAQ
DRAWN	NM
REVISED	-
REVISION #	-
DATE	10-7-2021



CONTROLS EQUIPMENT SCHEDULE				
UNM BAS-BASED LAB AIRFLOW SAFETY STANDARD (BLASS)				
SYMBOL I.D.	SYMBOL I.D.	DESCRIPTION	MANUFACTURER (OR PRIOR APPROVED BY P.E.)	REMARKS
GEV	GEV	GENERAL EXHAUST VALVE	ACCUTROL	A. AIRFLOW CONTROL VALVE MODULATES TO MAINTAIN ROOM PRESSURIZATION, BASED ON SUPPLY AIR VOLUME AND LAB EXHAUST VOLUME AND A CALCULATED VOLUMETRIC OFFSET FOR PRESSURIZATION. B. UNM FM ENGINEERING DESIGN. STANDARDS PERMIT AIRFLOW CONTROL VALVES WITH LESS THAN 0.5"WC MINIMUM PRESSURE DROP.
		CONTROL VALVE ACTUATOR	BELIMO	
		GEV AIRFLOW TRANSMITTER	ACCUTROL (SUPPLIED WITH VON KARMAN VORTEX SHEDDING VELOMETERS)	
LEV	LEV	GENERAL EXHAUST VALVE	ACCUTROL	A. AIRFLOW CONTROL VALVE MODULATES TO MAINTAIN A SPECIFIED AIR VELOCITY AT THE FACE OF A FUME HOOD, BASED ON SASH POSITION. B. UNM FM ENGINEERING DESIGN. STANDARDS PERMIT AIRFLOW CONTROL VALVES WITH LESS THAN 0.5"WC MINIMUM PRESSURE DROP.
		CONTROL VALVE ACTUATOR	BELIMO	
		LEV AIRFLOW TRANSMITTER	ACCUTROL (SUPPLIED WITH VON KARMAN VORTEX SHEDDING VELOMETERS)	
	ACT	DDC, FULLY MODULATING ACTUATOR	BELIMO	
AF	AF	BLEED AIRFLOW SENSOR	EBTRON, EB-FLOW II MODEL EF-X000-B, UNIT WITH DISPLAY AND WALL MOUNT KIT.	BLEED AIRFLOW SENSOR WILL DETECT VERY SMALL PRESSURE DIFFERENTIALS BETWEEN TWO ADJACENT SPACES BY SENSING AIRFLOW RATE INDUCED BY THE PRESSURE GRADIENT.
C	FUME HOOD MONITOR / CONTROLLER KEYPAD			DISPLAYS FUME HOOD FACE VELOCITY AS CALCULATED FROM MEASURED VELOCITY AT A POINT NEAR LEV WITH KNOWN AREA AND THE HOOD SASH POSITION. OUTPUTS ALARM FUNCTION TO AN ALARM BUZZER MOUNTED NEAR THE FUME HOOD CONTROLLER/KEYPAD. ALSO ACTS AS A LOCAL CONTROLLER, TAKING INPUT FROM THE HOOD SIDEWALL VELOCITY SENSOR, SASH POSITION SENSOR, LEV FLOW, AND OCCUPANCY/PROXIMITY SENSOR, AND CONTROLLING LEV POSITION FOR ONE HOOD. CURRENT BASIS OF DESIGN IS A TEL AFA 1000Z M02 FUME HOOD MONITOR.

SEQUENCE OF OPERATION

GENERAL
PROGRAMMING. THE FMS SHALL BE PROGRAMMED ACCORDING TO THE FOLLOWING SEQUENCE OF OPERATIONS INCLUDING ALL ENERGY REDUCTION OPERATIONS DESCRIBED IN THIS SEQUENCE.

SYSTEM STATUS DISPLAY THE FMS SHALL PROVIDE OPERATING STATUS FOR ALL SYSTEMS CONTROLLED BY THE FMS. THE DISPLAYS SHALL INCLUDE ALL POINTS INDICATED ON THE DRAWINGS AND ANY OTHERS REQUIRED TO ACHIEVE THE SEQUENCE OF OPERATIONS. THE FMS SHALL BE ABLE TO INTEGRATE SYSTEM DIAGNOSTICS INTO CONTROL ACTION DECISIONS. THIS SHALL ALSO INCLUDE THE ABILITY TO DESIGNATE INDIVIDUAL UNITS AS BEING IN MAINTENANCE MODE TO AVOID GENERATING ALARMS. ALL SYSTEM CONTROL AND STATUS EVENTS SHALL BE RECORDED AT THE OPERATOR'S SELECTION. IN THE FMS EVENT LOG TO FACILITATE TROUBLESHOOTING. ALL DETECTED ALARMS OR FAILURES SHALL INITIATE AN ALARM WITHIN THE FMS.

POWER FAILURE RECOVERY THE FMS SHALL CONTAIN A POWER FAILURE RECOVERY MODE (OPERATOR ADJUSTABLE). THE POWER FAILURE RECOVERY CAPABILITY SHALL RETURN THE SYSTEM TO ITS LAST STATE (BEFORE THE BUILDING LOST POWER).

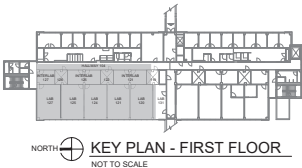
LABORATORY CONTROLS
GENERAL EACH LABORATORY SHALL BE INSTALLED WITH A FMS VARIABLE AIR VOLUME CONTROL SYSTEM WHICH SHALL CONTROL THE VARIABLE VOLUME SUPPLY AIR HOT DECK AND COLD DECK DAMPERS, GENERAL EXHAUST AIR VALVE AND LAB HOOD EXHAUST VALVES WHERE NEEDED. THE CONTROL SYSTEM SHALL INCLUDE ALL REQUIRED EXHAUST AIR VALVES, SUPPLY AIR DAMPERS / ACTUATORS, CONTROLLERS, NETWORK ROUTERS, AND SENSORS FOR A COMPLETE AND OPERATIONAL SYSTEM. THE SYSTEM SHALL OPERATE TO MAINTAIN A MINIMUM OF 6 AIR CHANGES PER HOUR. REFER TO MECHANICAL FLOOR PLANS FOR EXACT AIR FLOW REQUIREMENTS IN EACH LAB.

VAV FUME HOOD CONTROL EACH FUME HOOD FACE VELOCITY AND EXHAUST VOLUME SHALL BE CONTINUOUSLY MEASURED. THE FMS CONTROLLER SHALL MODULATE THE FUME HOOD AIR VALVE TO MAINTAIN THE FACE VELOCITY AT A SETPOINT OF 100 FPM ~29-9 FPM AND THE MINIMUM EXHAUST VOLUME SET POINT AT ALL TIMES. IF A FAILURE IS DETECTED IN THE FUME HOOD SYSTEM, THE LOCAL FUME HOOD INDICATOR SHALL ALARM AS WELL AS AN ALARM SHALL BE INITIATED BY THE FMS. THE FUME HOOD CONTROLLER SHALL SEND AIRFLOW VALUES TO THE FMS VIA HARDWIRED CONNECTION TO CONTROL SUPPLY AND GENERAL EXHAUST TO MAINTAIN THE LABORATORY SPACE PRESSURE.

FUME HOOD SASH ALARM SYSTEM IF SASH IS OPEN GREATER THAN 5% AND NO MOTION IS DETECTED BY THE MOTION DETECTOR FOR 60 SECONDS (ADJUSTABLE), THEN THE FUME HOOD CONTROLLER SHALL INITIATE AN AUDIBLE PULSE TONE. IF THE SASH IS CLOSED LESS THAN 5% OR MOTION IS DETECTED BY THE MOTION DETECTOR (WITHIN THE PAST 60-SECONDS, ADJUSTABLE), THEN NO ALARM TONE IS PRODUCED. THE FUME HOOD SASH ALARM SHALL HAVE A DISTINCT TONE FROM, AND SHALL BE PHYSICALLY SEPARATED FROM, THE FUME HOOD MONITOR AND AIRFLOW ALARM TONE GENERATOR. THERE SHALL BE A PLACARD NEAR THE SASH MONITOR ALARM BUZZER THAT DESCRIBES THAT THE ALARM IS A SASH ALARM. THAT IT CAN BE SILENCED ONLY BY OCCUPYING THE HOOD OR CLOSING THE SASH, AND THAT CONDITIONING MAKEUP AIR FOR A 6-FOOT HOOD WITH AN OPEN SASH REQUIRES THE SAME ENERGY AS CONDITIONING THE VENTILATION AIR FOR 6.4 RESIDENTIAL HOMES OF 2000 FT2 EACH.

VARIABLE VOLUME ROOM PRESSURE CONTROL THE FMS SHALL CONTROL SUPPLY AND GENERAL EXHAUST AIRFLOW DEVICES IN ORDER TO MAINTAIN A VOLUMETRIC OFFSET (NEGATIVE). OFFSET SHALL BE MAINTAINED REGARDLESS OF ANY CHANGE IN FLOW OR STATIC PRESSURE. THIS OFFSET SHALL BE FIELD ADJUSTABLE AND REPRESENTS THE VOLUME OF AIR WHICH WILL ENTER (OR EXIT) THE ROOM FROM THE CORRIDOR OR ADJACENT SPACES. THE PRESSURIZATION CONTROL ALGORITHM SHALL SUM THE FLOW VALUES OF ALL SUPPLY AND EXHAUST AIRFLOW DEVICES AND COMMAND APPROPRIATE CONTROLLED DEVICES TO NEW SET POINTS TO MAINTAIN THE DESIRED OFFSET. THE OFFSET SHALL BE ADJUSTABLE. THE PRESSURIZATION CONTROL ALGORITHM SHALL CONSIDER BOTH NETWORKED DEVICES, AS WELL AS NON-NETWORKED DEVICES PROVIDING A LINEAR ANALOG FLOW SIGNAL AND ANY NUMBER OF CONSTANT VOLUME DEVICES WHERE THE TOTAL OF SUPPLY DEVICES AND THE TOTAL OF EXHAUST DEVICES MAY BE FACTORED INTO THE PRESSURIZATION CONTROL ALGORITHM. VOLUMETRIC OFFSET SHALL BE THE ONLY ACCEPTABLE MEANS OF CONTROLLING ROOM PRESSURIZATION. THE PRESSURIZATION CONTROL ALGORITHM SHALL SUPPORT THE ABILITY TO REGULATE THE DISTRIBUTION OF TOTAL SUPPLY FLOW ACROSS MULTIPLE SUPPLY AIRFLOW CONTROL DEVICES IN ORDER TO OPTIMIZE AIR DISTRIBUTION IN THE SPACE.

VARIABLE VOLUME TEMPERATURE CONTROL THE TEMPERATURE OF THE LAB SHALL BE CONTINUOUSLY MEASURED. IF THE LAB REQUIRES COOLING, THE SUPPLY AIR VALVE AND GENERAL EXHAUST AIR VALVE SHALL BE MODULATED TOGETHER BETWEEN THE MINIMUM AND MAXIMUM COOLING AIR FLOWS TO MAINTAIN THE SPACE TEMPERATURE AT THE OCCUPIED COOLING SETPOINT OF 70°F (ADJUSTABLE), I.E.,
IF THE COLD DECK DAMPER IS FULL OPEN, THE HOT DECK DAMPER SHALL BE IN ITS MINIMUM POSITION).
IF THE LAB REQUIRES HEATING, THE HOT DECK DAMPER SHALL BE MODULATED TO MAINTAIN THE SPACE TEMPERATURE AT THE OCCUPIED HEATING SETPOINT OF 70°F (ADJUSTABLE).
THE LAB TEMPERATURE SETPOINT SHALL BE ADJUSTABLE THROUGH THE FMS.



BIOMEDICAL RESEARCH FACILITY

UNIVERSITY OF NEW MEXICO SCHOOL OF MEDICINE
915 Camino De Salud NE | Building 253 - 4A0253 | Albuquerque, NM 87131-3500

UNIVERSITY OF NEW MEXICO

FACILITIES MANAGEMENT ENGINEERING & ENERGY SERVICES

FIRST FLOOR - BSL-2 LAB & INTERLAB
SEQUENCE OF OPERATION &
CONTROLS EQUIPMENT SCHEDULE
HVAC EXHAUST & SUPPLY AIR SYSTEMS
LAB 120, LAB 121, LAB 124, LAB 125 & LAB 127

1	10% SUBMITTAL	1/20/24
2	10% SUBMITTAL	2/20/24
3	10% SUBMITTAL	3/20/24
4	10% SUBMITTAL	4/20/24
5	10% SUBMITTAL	5/20/24
DESIGNED		RAQ
DRAWN		NM
REVISED		-
REVISION #		-
DATE		10-7-2021



FILE: B #253_21-035

MI-602

Memo

To: Teresa Costantinidis, Senior Vice President for Finance and Administration

From: Thomas M. Neale, Director of Real Estate

Date: February 15, 2022

Re: Request for Lease Approval – 4400 Alameda NE, Suites A and B,
Albuquerque, NM 87113

On behalf of the University of New Mexico Early Childhood Services Center (ECSC) program, the Real Estate Department is seeking Regent's approval to lease real property located at 4400 Alameda Boulevard NE, in Albuquerque, New Mexico. The property is a one-story office building containing 11,639 square feet and is located on the southside of Alameda Boulevard NE, west of I-25 and across from Albuquerque's Balloon Fiesta Park.

ECSC provides integrated services, support and resources to early childhood professionals, programs, communities, families and children. UNM operates five ECSC locations across the state of New Mexico including Albuquerque, Espanola, Gallup, Roswell and Las Cruces. The Albuquerque ECSC is currently housed in multiple facilities and this lease will consolidate activities into one location.

The leased space contains a high density of partitioned office areas along with spaces designated for conference/classroom space and a resource lending library. The location provides good linkages to the targeted service areas of the northern portion of the Albuquerque metropolitan area, including Rio Rancho and Bernalillo.

The lease provisions include a ten-year term commencing at \$16.50 per square foot, or \$192,044 for the initial year. Rent escalates at 2.5% annually through the lease term. The Landlord is responsible for property taxes, insurance, structural repairs and maintenance, mechanical systems, and grounds maintenance. UNM will be responsible for utilities, telecommunication/data, and janitorial services. UNM will have one, three-year renewal option. A copy of the letter of the intent is attached.

COMMERCIAL REAL ESTATE SERVICES

Debbie Dupes, CCIM
First Vice President
505-837-4921
debbie.dupes@cbre.com

Cheryl Hardt
Senior Vice President
505-837-4925
cheryl.hardt@cbre.com

CBRE, Inc.
Advisory & Transaction Services
Tenant Counter 2-3-22
14 February 2022

Debbie Dupes
Cheryl Hardt

Via email: Debbie.dupes@cbre.com

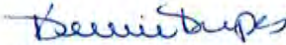
Re: 4400 Alameda -Suites A and B
Letter of Intent (LOI) from the University of New Mexico

Dear Debbie and Cheryl ::

Below is a response to your LOI. On behalf of the Regents of the University of New Mexico, we are pleased to present this Letter of Intent to lease 4400 Alameda, Suites A and B to you. Please consider this proposal as confidential between Tenant, Landlord and CBRE, Inc. Your response is requested within **5 days** from receipt of this letter of intent.

Sincerely,

CBRE, Inc.



Debra L. Dupes CCIM
First Vice President



Cheryl Hardt
Senior Vice President

CBRE © 2022 All Rights Reserved. All information included in this letter/proposal pertaining to CBRE, Inc.—including but not limited to its operations, employees, technology and clients—is proprietary and confidential and supplied with the understanding that such information will be held in confidence and not disclosed to any third party without CBRE's prior written consent. This letter/proposal is intended solely as a preliminary expression of general intentions, is for discussion purposes only, and does not create any agreement or obligation by CBRE to negotiate or continue negotiations. CBRE shall have no contractual obligation with respect to the matters referred to herein unless and until a definitive, fully-executed agreement has been delivered by the parties. Prior to delivery of a definitive executed agreement, and without any liability to the other party, either party may (1) propose different terms from those summarized herein, (2) enter into negotiations with other parties and/or (3) unilaterally terminate all negotiations with the other party hereto.

CBRE

CBRE Centre
6100 Uptown Blvd NE, Suite 300
Albuquerque, NM 87110

505 837 4999 Tel
505 837 4994 Fax

www.cbre.com

14 February 2022
4400 Alameda NE, Suites A and B
UNM
Page 2

Jim Chynoweth, Managing Director
(License #16374 Expiration 3/31/24)

Letter of Intent

Tenant:	The Regents of the University of New Mexico, a body corporate of the State of New Mexico, on behalf of the Early Childhood Services Center.
Landlord:	Please provide the legal ownership entity, including its State of Domicile. Mike and Kathleen Mechenbier Trust
Use:	General office use, or all other lawful purposes.
Building/Property:	4400 Alameda NE, Albuquerque, NM 87113
Premises:	Suites A and B, containing approximately 11,639 RSF. Tenant will be permitted to verify the size of the proposed area.
Lease Commencement Date:	The lease is subject to approval by the Board of Regents and the Higher Education Department which shall take place no later than May 2022. Please state the earliest Tenant could occupy pending final approval of the lease. Lease commencement date shall be 90 days from full execution of lease between Landlord and Tenant.
Rent Commencement:	Rent Commencement shall be based upon the Lease Commencement Date, taking into consideration abated rent period(s).
Early Access:	Tenant shall have access to the Premises, at no charge, for installation of fixtures, telecommunications, and other items as it relates to getting the Premises ready for occupancy 4 weeks prior to Lease Commencement.
Lease Term:	10 Years 2 month.
Renewal Options:	Tenant shall have 1 option to renew the lease for 1 additional terms of 3 years. Tenant shall give Landlord 6 months' prior written notice of its intention to exercise such option. Such Renewal Option will be at 3% annual increases.
Base Rent:	Year 1 of the Lease Term shall begin at \$16.50/RSF per the Base Rent schedule below based on 2.5% annual increases for the Lease Term is as follows:

14 February 2022
 4400 Alameda NE, Suites A and B
 UNM
 Page 3

Period Commencing	Rate	Monthly Rent	Annual Rent
Year 1	\$ 16.50	\$ 16,003.63	\$ 192,043.50
Year 2	\$ 16.91	\$ 16,403.72	\$ 196,844.59
Year 3	\$ 17.34	\$ 16,813.81	\$ 201,765.70
Year 4	\$ 17.77	\$ 17,234.15	\$ 206,809.84
Year 5	\$ 18.21	\$ 17,665.01	\$ 211,980.09
Year 6	\$ 18.67	\$ 18,106.63	\$ 217,279.59
Year 7	\$ 19.13	\$ 18,559.30	\$ 222,711.58
Year 8	\$ 19.61	\$ 19,023.28	\$ 228,279.37
Year 9	\$ 20.10	\$ 19,498.86	\$ 233,986.36
Year 10	\$ 20.61	\$ 19,986.33	\$ 239,836.02
Two month free rent			

Tenant Improvements: Tenant requires a turnkey installation based upon a mutually acceptable space plan. Please advise when Tenant may meet with Landlord's tenant improvement contractor to prepare a space plan and advise as to layout and finishes of the proposed Premises. Preliminary plan attached

Restoration: Tenant shall not have any restoration obligations at the end of the Lease Term other than to remove its personal property from the Premises and leave it in broom-clean condition. Tenant shall not have the obligation to remove any alterations at the end of the Lease Term unless Landlord reasonably requires Tenant to do so at the time it approves Tenant's plan(s).

Assignment & Subletting: Tenant shall have the right to assign or sublease the Premises or any part to any other University administered programs including without limitation, any University auxiliary, collaboration or joint venture, for any remaining term of the Lease or extension thereof. Tenant shall not otherwise assign or sublease the Premises without first obtaining the written consent of Landlord, which shall not be unreasonably withheld.

Lease Type: Modified Gross. Please explain building expenses that are Tenant's responsibility. Tenant is responsible for individually metered electric and gas utilities, prorata share of water, sewer and refuse, interior maintenance (i.e. replacement of light bulbs, ballasts, clogged toilets and sinks, glass breakage, recharging of fire extinguishers, pest control, janitorial, snow removal and prorata share of increases in property taxes and fire and extended coverage insurance of 2022 base year. Snow removal for Suites A and B in the past was performed by previous Suite A and B tenants. Landlord assumes

14 February 2022
4400 Alameda NE, Suites A and B
UNM
Page 4

since Tenant has its own facilities that they would use their own facilities people for snow removal.

Please see Tenant's standard lease form attached.

Security Deposit: None.

Rental Abatement: Landlord will abate the first 2 month of Rent.

Security: Tenant will be permitted to tie its Premises security system into the Building's alarm and access system.

Please describe Landlord's current security measures. Tenant is responsible for its own alarm and security system.

Parking: Please define the number of surface parking spaces available to Tenant. 60 parking spaces.

ADA and Code Compliance: The Building and the Premises, as of the Commencement Date, will be ADA compliant. Any costs associated with ADA compliance will be at the Landlord's sole cost and expense. Landlord at its sole cost and expense, will cause the Building and all related improvements to be in compliance with all codes and regulations pursuant to any federal, state or local government law, and shall so represent such compliance to Tenant.

Broadband Access & Fiber: Please indicate Broadband and Fiber providers available to the Tenant. Comcast and Century Link

Signage: Landlord shall provide Building standard directory and Suite signage. Please state exterior building signage opportunities available to tenant. Two monument signs for tenant's identification in front of Suite A and Suite B.

Holdover: Tenant's holding over or continued use or occupancy shall be construed as a tenancy from month-to-month at 115% of then current rent at the end of the lease term and subject to the same conditions set forth in the Lease.

Subordination Agreement/Non-disturbance: Throughout the term of the lease, and any extension thereof, Landlord shall have the right to mortgage, assign, sell or otherwise convey its interest in the Premises and Tenant shall, at the request of Landlord, subordinate its interest to that of any mortgagee or other lender of Landlord; provided, however, that Tenant's quiet enjoyment of the Premises shall not be disturbed so long as Tenant pays the Rent and

14 February 2022
4400 Alameda NE, Suites A and B
UNM
Page 5

fulfills the other obligations imposed upon it by the lease. Upon request of Landlord, Tenant will execute any document reasonably required to give effect to this paragraph. In the event of a transfer or mortgage of Landlord's interest in the Premises, or upon Landlord's written request, Tenant agrees to execute, acknowledge and deliver to Landlord, within ten (10) days after written request, in recordable form, a certificate certifying that the rights of Tenant in the Premises are subordinate to and inferior to those of the mortgage lender and certifying, among other things, that the lease is in full force and effect; that there are no deficiencies or offsets thereto, or stating those claimed by Tenant, as the case may be; that there are no uncured defaults in Landlord's performance thereunder; and that not more than the current month's rent has been paid in advance as of the date the written request was delivered. Tenant agrees that failure by Tenant to deliver such statement within such time shall be deemed conclusively to mean that the lease is in full force and effect without modifications except as may be represented by Landlord and that the requested representations are true and correct. In the event any proceedings are brought for foreclosure under any mortgage or deed of trust made by the Landlord or any predecessor or any successor covering the Premises, the Tenant shall attorn to the purchaser upon any foreclosure sale and recognize such purchaser as the Landlord under this lease. Property does not have any debt against it.

Landlord covenants that if and so long as Tenant pays the Rent and performs the covenants hereof, Tenant shall peaceably and quietly have, hold and enjoy the Premises for the term herein mentioned, subject to the provisions of the lease.

Funding Clause: All State of New Mexico entities are subject to a funding clause in their leases. Should the proposed lease be terminated under the funding clause, Tenant will reimburse Landlord for unamortized Tenant improvement costs and commissions for the period of time from the date of termination through the end of the tenth lease year. The amortization rate for this calculation will be 6% per annum.

Loan & Encumbrances: Please state the name of lender and provide information on the type of loan or other encumbrance (ground lease, etc.) currently related to the Building. State whether the lender or Landlord must approve the lease and/or any procedural issues of this type (including time frames for such approval), which may affect execution of the lease. Property has no debt against it.

Brokerage and Brokerage Disclosure: Landlord acknowledges Debbie Dupes and Cheryl Hardt of CBRE, Inc. ("Tenant's Broker") as Tenant's transaction broker. Mike Leach and Greg Leach represent the Landlord. Upon execution of a lease between the parties, Tenant's Broker will be entitled to a commission equal to 3% of the total lease consideration for the first 5 years of lease value plus NMGR and 2% of the total lease consideration for the second 5 years of lease value plus NMGR per the terms stipulated in a separate

14 February 2022
4400 Alameda NE, Suites A and B
UNM
Page 6

agreement to be completed between Landlord's broker and Tenant's broker. Landlord shall be responsible for payment of brokerage commissions.

Landlord:

By: Mike Mechebier
Print: Mike Mechebier
Title: Trustee
Date: 2-14-22

Tenant:

Regents of the University of New Mexico

Signed: Julie Brasil
Print: Julie Brasil
Title: Real Estate Manager
Date: 02/14/22

14 February 2022
4400 Alameda NE, Suites A and B
UNM
Page 7

See preliminary space plans attached.

Preliminary Space Plans

Remove Mail Boxes, patch, tape and texture walls on both sides (vestibule and open area)

Remove Cabinets

COVERED WALKWAY

WL

OPEN AREA
29'-0" x 16'-0" ±
CARPET

REMOVE MAIL BOXES

LEAVE EXISTING TILE

CARPET

OFFICE
15'-6" x 10'-9" ±
CARPET

CARPET

OFFICE
11'-8" x 11'-0" ±
CARPET

WL

8'-3" WALL HT.

OFFICE
14'-6" x 11'-7" ±
CARPET

CARPET

WORK AREA
13'-10" x 9'-7" ±
WL

BREAKROOM
13'-8" x 11'-8" ±
WL

WL

8'-3" WALL HT.

OFFICE
13'-11" x 9'-8" ±
CARPET

CARPET

8'-3" WALL HT.

OFFICE
13'-11" x 10'-2" ±
CARPET

CARPET

WOMEN'S
WL

WL

MEN'S
WL

9'-11" CLG. TILE

LEAVE EXISTING TILE

COVERED WALKWAY

WORK AREA
27'-3" x 16'-9" ±
CARPET

WL

8'-3" WALL HT.

STORAGE
16'-9" x 8'-2" ±
CARPET

Remove Walls

8'-0" CLG. TILE

leave existing flooring

9'-9" CLG.

WL

13'-1" BEAM HT.

TRAINING
25'-10" x 21'-5" ±
10'-0" CEILING
CARPET

WL

WORK AREA
24'-5" x 18'-8" ±
9'-11" CEILING
CARPET

WL

8'-0" CLG. Leave existing flooring

DATA/COMM.
14'-4" x 10'-9" ±
14'-7" TRUSS HT. CONCRETE

RAMP DOWN
UP

TILE WL

COVERED WALKWAY

WALKWAY

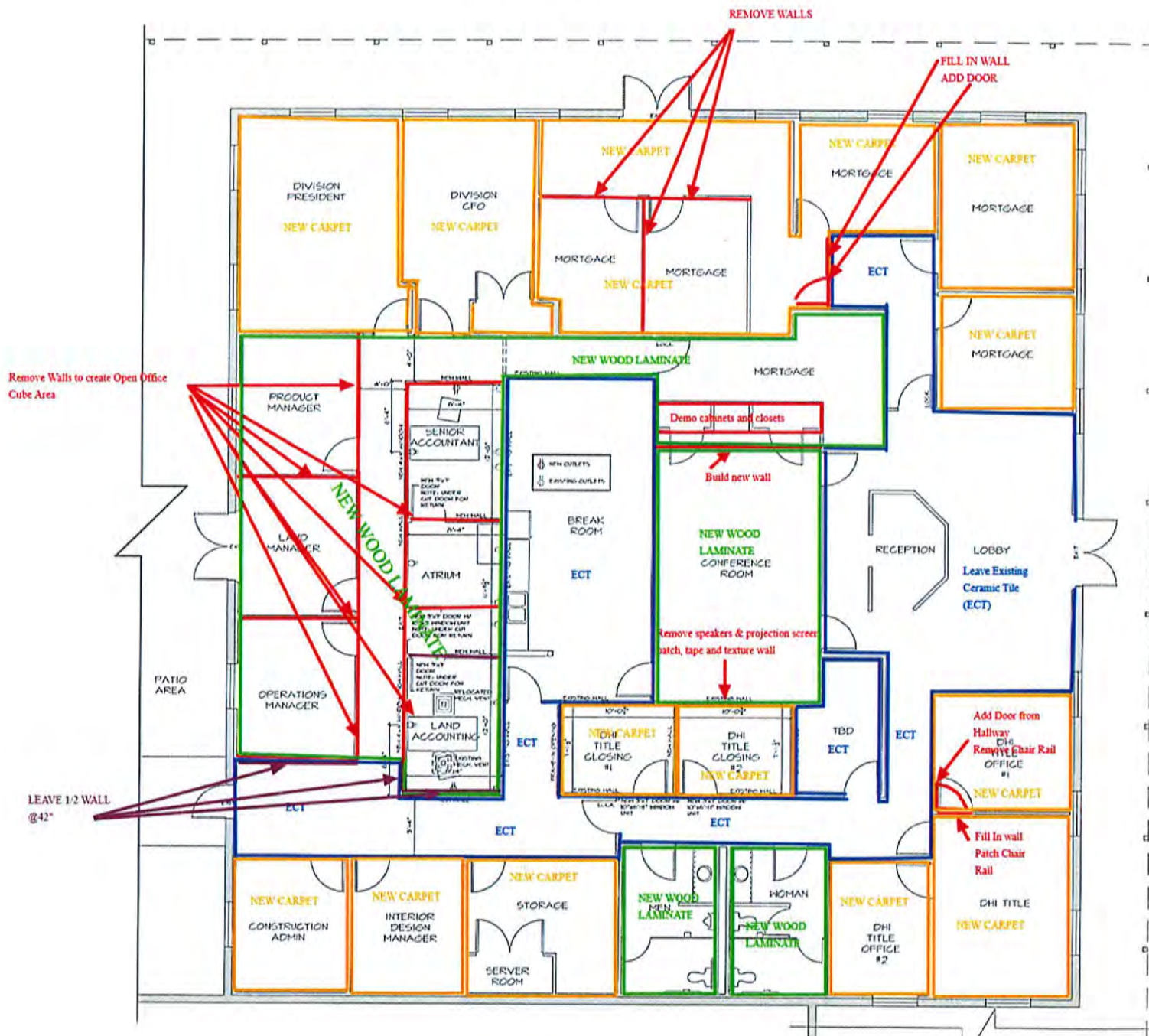
10'-0" x 12'-0" OHD

ELECTRICAL

ELEC. BANK

4400-A ALAMEDA BLVD. NE

BUILDING B: TI EXHIBIT





Memo

To: Regent Doug Brown, Chair, UNM Board of Regents

From: Kelly S. Ward, Director, Lobo Development Corporation

Date: February 25, 2022

Re: Appointments to South Campus Tax Increment Development District Board

Per the City of Albuquerque City Council approved South Campus Tax Increment Development District (TIDD) Formation Resolution, the Regents of the University of New Mexico are required to appoint two members of the five member South Campus Tax Increment Development District Board. One member shall represent the University of New Mexico and shall serve a four-year term and one member shall represent the Lobo Development Corporation and shall serve a six-year term as the Treasurer of the District. The other Board members will consist of one representative of the City of Albuquerque City Council appointed by the City Council, one representative of the City Administration appointed by the Mayor, and one representative of the State of New Mexico appointed by the Secretary of the Department of Finance and Administration.

We would like to formally request the appointments of Lisa Marbury, UNM Institutional Support Services Asst. Vice President, as the University of New Mexico representative, and Teresa Costantinidis, Lobo Development Corporation CEO, as the Lobo Development Corporation representative to the South Campus Tax Increment Development District (TIDD) Board.

Regents' Policy Manual - Section 1.6: Special Recognition and Awards

Adopted Date: 09-12-1996

Amended: 11-14-1996

Applicability

This policy applies to awards of honorary degrees and other types of special recognition given on behalf of the University at the discretion of the Board of Regents. This policy does not preclude other kinds of awards and recognition by other units or officials of the University.

Policy

It is the practice of the Board of Regents of the University to recognize from time to time the contributions of special people to the University, to the state of New Mexico, or to the national or international community. The Board has established the following awards for this purpose.

- 1. Honorary Degrees.** The University ~~of New Mexico~~ wishes to recognize and thereby encourage individuals by awarding special honors to those persons who have contributed significantly to the cultural or scientific development of the Southwest, or to the spiritual or material welfare of its people. At the same time, due regard should be paid to eminent individuals and scholars whose contributions are of general significance and transcend geographic limitations. In no case should a passing courtesy to the University ~~of New Mexico~~, such as the delivery of a commencement address, be the sole or principal cause for such honorary awards. The award of an honorary degree to a person seeking or holding a political office does not indicate endorsement by the University ~~of New Mexico~~. Political involvement should not prevent selection of an individual for an honorary degree. It is not the University's policy to award honorary degrees to active members of the faculty, staff, or administration. This does not preclude, in an exceptional case, the awarding of an honorary degree to an emeritus member of the faculty or to a former employee whose stature remains or becomes eminent in the years following active service with the University. In such exceptions, sufficient time shall have elapsed to insure objectivity in the process of selection. Honorary degrees will be awarded only upon the approval of the Regents, based on recommendations from the Honorary Degree Committee, whose membership is set out in the Faculty Handbook.
- 2. Regents' Meritorious Service Medal.** The Regents' Meritorious Service Medal will be awarded to a member or members of the faculty and staff of the University ~~of New Mexico~~ in recognition of extraordinary and distinguished service to the University. The criteria for the faculty award will be outstanding teaching, service to students, research, scholarship, publications, performance in faculty and University governance, or other such contributions which have enhanced the institution. The criteria for the staff award will be outstanding

performance of duties and meritorious service which have enhanced the University. Nominations for these awards may be submitted to the President by students, faculty, and staff. Selection. The final decision will be made by the Regents.

3. **Regents' Recognition Medal.** The Regents' Recognition Medal will be awarded ~~by the Regents of the University of New Mexico~~ to a person or persons, other than faculty or staff, who have performed outstanding service to the institution. The criteria for the award will be extraordinary and unselfish assistance to the University over an extended period of time. However, a single service might be recognized if, in the judgment of the Regents, circumstances warrant. Selection will be made by the Regents.

4. **The University Medal.** The University Medal will be awarded by the Regents ~~of the University of New Mexico~~ to a person of national or international accomplishment deserving of high honor. In keeping with the universal nature of the knowledge and public service which are embodied in the very essence of the University, the University Medal will be used to express the appreciation of the University for the accomplishments and contributions of the individual, which may be in any field of knowledge or public service of national or international character. No limits of residence or national origin are to be placed on this award. Since the desirability of honoring such persons should be both obvious and compelling, the Regents will not grant this award on a systematic basis, nor institute fixed time periods for making the award. The medal will be awarded only in the event that the attainments of a qualified individual are such that the administration and Regents are persuaded that this rare and special recognition is clearly deserved.

- 4.5. **Special Commendation.** A special commendation may be awarded to particularly meritorious nominees for any of the Regents' Meritorious Service Medal, the Regents' Recognition Medal or the University Medal.

Implementation

Potential recipients of the **Regents' Meritorious Service Medal, Regents' Recognition Medal and The University Medal** will be reviewed by the **Regents Special Recognition and Awards Committee** appointed by the University President and approved by the Chair of the Regents. The Committee will review the nominations and charge provided by the President and compile recommendations for the Board of Regents.

The **Regents Special Recognition and Awards Committee** membership will include: At least one (1) member selected by the University President; one (1) member of the general faculty recommended by the Faculty Senate; one (1) staff member recommended by Staff Council; one (1) member recommended by the Graduate and Professional Student Association (GPSA) and one (1) member recommended by the Associated Students of the University of New Mexico. Additionally, the University President will appoint the committee chair from within or outside this membership and may add additional representation from the UNM Foundation, health sciences, athletics, branch campuses, alumni and other constituent groups.

Except for the special Commendations, Awards-awards will be a ~~silver-alloy~~ medal, or other appropriate device, bearing as appropriate and as space permits, the seal of the University of New Mexico and other ~~appropriate~~ designs and will be accompanied by a certificate upon which the nature of the service will be cited. The Special Commendation shall be in the form of a certificate.

February 16, 2022

TO: UNM Board of Regents Student Success, Teaching and Research Committee

FROM: Rick Holmes, Office of the University Secretary

SUBJECT: Approval of naming request from the School of Engineering

Upon recommendation of Christos Christodoulou, Jim and Ellen King Dean of Engineering and Computing, the University Naming Committee approved the naming of the department listed below:

Approval to name the Department of Civil, Construction and Environmental Engineering, the '**Gerald May Department of Civil, Construction and Environmental Engineering**' (3.2.5. Programs; 2.2 Private Financial Support)

Please place this on the next Student Success, Teaching and Research Committee meeting agenda for consideration.

Thank you.

Attachment



To: UNM Naming Committee

From: Christos Christodoulou, Jim and Ellen King Dean of the School of Engineering and Computing
Mahmoud Taha, Chair of Civil, Construction and Environmental Engineering

Date: February 10, 2021

RE: Request to name the Department of Civil, Construction and Environmental Engineering

Civil, Construction and Environmental Engineering

On behalf of the School of Engineering, we request approval to name the Department of Civil, Construction and Environmental Engineering the Gerald May Department of Civil, Construction and Environmental Engineering. This naming comes at the request of, Douglas Campbell who has made a multi-year pledge of \$5,000,000 for the department. The department naming will be official once the \$5,000,000 threshold has been reached. Doug is a graduate of the department who credits Jerry May with putting him on the right path as an undergraduate and connecting him to his graduate advisor and mentors at AFRL. Doug has a bachelor and master of science degree from the UNM Department of Civil, Construction and Environmental Engineering. Doug is an entrepreneur who used his UNM education to build two successful companies. Rocco, an aerospace company, was sold in 2020 and Solid Power, a solid-state battery company, recently went public on the Nasdaq. Jerry May is aware of the naming and is in support.

From 1986 to 1990, Jerry May served as the 14th President of the UNM. He is a Professor Emeritus of the UNM. He was a Professor of Civil Engineering at UNM for 35 years, engaged in teaching and research, and he served in various administrative positions. He served on the UNM Foundation Board, two terms, 1986-1989 & 1990-2000. Jerry also served on the ABQ Core Chapter in 2000. Jerry is currently on the School of Engineering Campaign Steering Committee. He and his wife, Mary Joyce, are dedicated donors to UNM and have funded PSP scholars, student athletes, the Civil Chairs fund and staff awards at UNM.

Attachment A

GERALD MAY DEPARTMENT OF CIVIL, CONSTRUCTION AND ENVIRONMENTAL ENGINEERING

Since 1906 the UNM Department of Civil, Construction and Environmental Engineering (CCEE) has focused on fundamentals and hands-on learning. In recent decades, Albuquerque's rapid growth and proximity to the national labs have transformed the department into a center for research and innovation, giving students unparalleled opportunities for practical training and excellent career prospects. Dedicated faculty train students to solve local, regional, and global challenges, such as climate change, to create viable clean water supplies, protecting life and property from severe flooding, upgrading New Mexico infrastructure, and improving communities in poverty-stricken areas. Undergraduates today benefit from their direct connection to faculty, just as they did when Jerry May was on faculty and in leadership at UNM. Close relationships define the program, and this supportive culture gives students the opportunity to thrive in the lab and in the classroom. The department serves a uniquely diverse population of students, many of whom come from underserved communities, both economically and educationally.

The Gerald May Department of Civil, Construction and Environmental Engineering Endowed Fund will be used to:

- Recruit and support highly talented undergraduates to study in the program with competitive scholarship offerings
- Attract enthusiastic and creative graduate students who extend the research capabilities and reputation of the department
- Recruit, hire, reward and retain highly capable CCEE faculty who can elevate research and instruction and establish their career at New Mexico
- Provide support to national conferences organized by CCEE faculty
- Provide support to an annual department event involving CCEE faculty and students
- Provide maximum of one-month summer salary for the department chair and/or one month summer salary to other CCEE faculty leading department initiatives
- Reward exceptional CCEE publications and scholarly work
- Provide one semester gap funding for research assistants when funding is lost
- Provide support to invite national scholars to visit the department, participate in department seminars and events and interact with faculty and students
- Nurture the success of diverse undergraduates with career-relevant work experiences, and through exposure to national and international best practices in their chosen field
- Support department initiative to train global engineers by exposing the department undergraduate students to international experiences through a well-designed summer study abroad program and a program to attract well-known international scholars and engineers to visit UNM Civil engineering and interact with undergraduate students for a few weeks
- Maintain state-of-the-art laboratory facilities to enable providing first class technology training to UNM Civil Engineering students
- Fund the most innovative and impactful programming initiatives

- Provide seed/cost-share money to help research faculty secure highly competitive grants

This investment will cultivate a culture of excellence and create environment capable of attracting top talent to lead CCEE into the future and launch us into the top 50 programs in the Nation.

January 19, 2022

TO: Student Success, Teaching and Research Committee

FROM: Rick Holmes, Office of the University Secretary

SUBJECT: Approval of naming requests from the College of University Libraries and Learning Sciences

Upon recommendation of Dean Leo Lo, College of University Libraries and Learning Sciences, the University Naming Committee approved the request listed below:

Request approval to create an endowed professorship the,
'The Jim and Mary Lois Friday Hulsman Librarianship for Student Success'
(3.2.6. Endowed Faculty Positions; 2.2 Private Financial Support)

Please place this item on the next Academic, Student Success, Teaching and Research Committee meeting agenda for consideration.

Thank you.

Attachments



TO: UNM Naming Committee
FROM: Dean Leo Lo
RE: The Jim and Mary Lois Hulsman Librarianship for Student Success Endowment
DATE: January 19, 2022

The College of Library and Learning Sciences proposes the creation of *The Jim and Mary Lois Hulsman Librarianship for Student Success Endowment*.

Jim Hulsman is Albuquerque's "winningest" coach with a record of 660 wins, 24 state tournaments and 7 New Mexico State Basketball Championships. Born in Pittsburgh, Pa., Hulsman came to New Mexico in 1940. He attended Monte Vista Elementary School, Jefferson Jr. High and graduated from Albuquerque High School (AHS) in 1949. At AHS, he lettered in track and football. He lettered in basketball at the College of St. Joseph on the Rio Grande before he moved to the University of New Mexico. He received his Bachelor of Science degree from the UNM in 1959.

Shortly after returning from the Korean War, Jim first hung a whistle around his neck as head track and cross-country coach and as an assistant coach for the football and basketball teams. In 1961, he took over as Albuquerque High School's head basketball coach and began a career full of honors and successful athletes lasting 41 years.

He donated his unique and sizeable documentation on his players and Albuquerque's Athletics to Zimmerman Library, thus distinguishing himself as a notable historian. He is the recipient of many state, regional and national awards including two national Coach of the Year awards and he was named Coach of the Year 15 times by sportswriters and sportscasters throughout the state. He has been honored for his contributions to the field of education with the UNM Alumni Association's Bernard Rodey Award.

After retirement, Hulsman didn't slow down. He taught basketball theory classes at UNM for upper-division students, coached basketball clinics in the U.S and abroad, served on the New Mexico Athletics Association Commission and the New Mexico Coaches Association Board of Directors.

The University of New Mexico is privileged to hold a significant portion of Hulsman's papers and memorabilia and has been the recipient of the Hulsman's significant philanthropic contributions. Jim donated his sizeable documentation on his players and Albuquerque's Athletics to Zimmerman Library. He married Mary Lois (Friday) Hulsman in 1965.

Mary Lois Friday Hulsman grew up on a ranch in South Texas. She was 'born' into riding horses and ranching life. Her family has resided in Uvalde County since 1847, the longest tenure of any family in this County. Her athletic success earned her a Bachelor of Science degree in Physical Education at the University of Texas at Austin. She joined the faculty at Albuquerque High School where she taught physical education, U.S. History and was a cheerleader sponsor. She received a Master of Arts degree in Guidance

and Counseling at UNM and worked in Albuquerque Public Schools for 25 years. After her marriage to Jim, she remained active in his career, attending all but 2 of his varsity games during his 34 years as coach at AHS.

This endowment will reflect the Hulsman's deep interest in giving back to our community. The Hulsman's incredible devotion to UNM and its students has been long lasting and far reaching with many contributions given to several initiatives across campus. Their contributions to UNM total nearly \$1M.

The Hulsmans are particularly excited about the potential far-reaching impact of this endowment as it will support a different librarian every three year whose work will focus on projects directly devoted to the success of UNM students.

Thank you for your consideration!

Sincerely,

A handwritten signature in black ink, appearing to read "Leo S Lo", with a stylized flourish at the end.

Leo S Lo, EdD, MLIS, MFA [*he, him, his*]
Dean and Professor
College of University Libraries and Learning Sciences

C07 Faculty Misconduct and Progressive Discipline Policy

Approved By: Faculty Senate and Board of Regents

Effective: **Draft 2/1/22**

Responsible Faculty Committees: Academic Freedom and Tenure Committee and Policy Committee

Office Responsible for Administration: Office of the Provost and Office of the Executive Vice President for Health Sciences

Legend: Clean copy for reding ease--No highlighting or strikeouts-only links are shown in **red**.

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

POLICY RATIONALE

The University of New Mexico (UNM) is committed to the principles of academic freedom, which rely on the intellectual and professional integrity of faculty members mindful of their rights and responsibilities. Essential to sustaining an environment that supports academic freedom is the requirement for an impartial investigation of alleged faculty misconduct, due process, and when necessary, disciplinary action. It is the responsibility of decision-makers when reviewing alleged faculty misconduct to ensure that the decision-making process is not influenced by a violation of academic freedom, improper consideration, or procedural violations per *Faculty Handbook* Policy **B6** "Academic Freedom and Tenure Committee."

When the need for disciplinary action is identified, UNM normally uses progressive discipline to address misconduct. Progressive discipline is intended to be corrective, not punitive in nature, and is designed to provide faculty with notice and an opportunity to take corrective action. However, some misconduct, may be of such a serious nature that suspension without pay or dismissal may be appropriate pursuant to all *Faculty Handbook* policies, including but not limited to Section B.

POLICY STATEMENT

Any member of the UNM faculty assigned to any site or component of UNM, including any faculty member serving as an academic administrator, accused of misconduct will be subject to this Policy. Faculty are still subject to disciplinary, performance management, and rules applicable to their assigned work site or component. If after an inquiry or investigation the faculty member is found to have engaged in misconduct, the faculty member may be subject to a warning, censure, disciplinary probation, suspension without pay, or dismissal in accordance with this Policy. Teaching and research assistants in their faculty capacity are considered faculty members for purposes of this Policy.

Any individual(s) bringing an allegation of faculty misconduct is protected by, and subject to, UNM's policy on reporting misconduct. If the complainant feels the concerns raised were not adequately addressed in accordance with this Policy, the complainant may file a complaint in accordance with [UAP Policy 2200](#) "Reporting Suspected Misconduct and Whistleblower Protection from Retaliation." In accordance with [UAP Policy 2200](#), any member of the UNM community who knowingly gives false or materially inaccurate information; knowingly makes a false report of suspected misconduct or a subsequent false report of retaliation; or who knowingly provides false answers or information in response to an ongoing investigation may be subject to administrative action by UNM including disciplinary action. Any community member who acts with reckless disregard for the truth is subject to disciplinary action.

Care must be exercised at all times to ensure confidentiality to the extent legally permissible to protect the privacy of persons involved in a misconduct inquiry or investigation. The privacy of those who report misconduct in good faith will also be protected to the extent possible. Files involved in an inquiry or investigation shall be kept secure, and applicable state and federal law shall be followed regarding confidentiality of personnel records. Refer to Policy [C70](#) "Confidentiality of Faculty Records." If at any step in this Policy it is determined that no misconduct occurred, the administration will work with the faculty member to the extent possible and appropriate to fully protect, restore, or maintain the reputation of the faculty member.

APPLICABILITY

All UNM academic faculty working at all UNM sites, including administrators who are also faculty, and teaching and research assistants when acting in their faculty capacity. Notwithstanding the foregoing, the terms, conditions, and processes set forth in this Policy shall not apply to allegations, corrective action processes, fair hearings, determinations, or decisions arising under or covered by the Medical Staff Bylaws (including any medical staff rules and regulations and policies and procedures) duly adopted by any hospital to which UNM faculty in their role as clinical personnel may be assigned, including, but not limited to, UNM Hospital, UNM Sandoval Regional Medical Center, Inc., and/or the UNM Dental Surgery Ambulatory Surgery Center. In addition, the terms, conditions, and processes set forth in this Policy shall not apply to the internal processes of any corporation formed by UNM under the University Research Park and Economic Development Act in respect of any assignment of UNM faculty to such corporations. Notwithstanding this, if there is no formal appeals process in effect at these other sites then C07 will take precedence.

Revisions to the remaining sections of this document may be amended with the approval of the Faculty Senate Policy and Operations Committees and the Academic Freedom and Tenure Committee.

DEFINITIONS

Allegation is any report or evidence of misconduct reported to a UNM administrator.

Chair. References to the Department Chair in this Policy also includes the program director or associate or vice dean in a non-departmentalized school or college. If allegations are made against a department chair or other administrator or a department chair recuses themselves, the next higher academic authority shall perform the functions assigned in this Policy to the chair and the provisions shall be modified as appropriate.

Credible. For the purposes of this Policy, the term credible means offering reasonable grounds for being believed by the department chair responsible for the faculty member whose actions are in question or other individuals authorized to investigate the alleged misconduct.

Faculty member. For the purposes of this Policy, the term faculty member refers to the faculty member whose conduct or actions are in question. Faculty members include teaching and research assistants when acting in their faculty capacity.

Faculty Misconduct Review Committee (FMRC) is a standing committee appointed by the Academic Freedom and Tenure Committee charged with conducting faculty peer hearings specifically for proposed disciplinary actions of either: 1) suspension without pay of any faculty member or 2) dismissal of any faculty member without tenure. AF&T retains authority to conduct all other hearings within its jurisdiction to include violations of academic freedom, improper consideration, or procedural violations per *Faculty Handbook Policy B6* "Academic Freedom and Tenure Committee."

Misconduct means conduct or actions that are a substantive violation of laws, regulations, UNM policies, or ethical or professional standards. Examples of misconduct may include, but are not limited to:

- Act(s) of retaliation
- Bullying or threats of violence
- Creating a hostile education or work environment
- Criminal activity such as assault, battery, fraud, theft, or embezzlement
- Discrimination, including sexual harassment
- Failure to disclose conflicts of interest
- Falsification of information
- Illegal use of drugs or alcohol
- Inappropriate disclosure of confidential information
- Misappropriation of UNM funds, property, or resources
- Possession and distribution of obscene or pornographic material unrelated to UNM's academic or research mission
- Research misconduct
- Violation of standards of integrity in the conduct of scholarly and scientific research and communication

Personnel Files. Faculty personnel files as described in Policy [C70](#) "Confidentiality of Faculty Records."

Progressive Discipline is designed to provide an opportunity for a faculty member to take corrective action by imposing more moderate discipline to the first offense than to subsequent

offenses, unless the misconduct is of such a serious nature that a higher level of immediate discipline is required such as suspension without pay or dismissal.

Warning means an oral reprimand that is not documented in the personnel file.

Censure means a written reprimand, which shall include an explanation of the nature of the misconduct, specific action(s) to be taken by the faculty member and/or department chair to correct the problem, and a statement that further disciplinary action, up to and including dismissal, could occur should the problem persist.

Disciplinary probation involves specific disciplinary action taken for a designated period of time designed to assist the faculty member in correcting misconduct. Examples of disciplinary actions that may be part of the disciplinary probation include, but are not limited to:

- Denial of merit-based salary increase
- Reassignment within UNM
- Fines or restitution
- Mandatory counseling

Suspension without pay means disciplinary suspension without regular salary for a stated period of time.

Dismissal means discharge or termination of employment initiated by UNM.

Working Days refer to UNM traditional workdays defined by UNM Human Resources as five (5) workdays Monday through Friday ending at 5:00 PM. Working days do not include official UNM holidays listed in [UAP Policy 3405](#) "Holidays."

WHO SHOULD READ THIS POLICY

- Board of Regents
- Administrators
- Faculty
- Academic staff
- Academic deans and other executives, department chairs, directors, and managers
- Faculty and staff who supervise students serving in a faculty role.

RELATED DOCUMENTS

Board of Regents Policy Manual:

[Policy 5.10](#) "Conflicts of Interest in Research"

[Policy 5.13](#) "Research Fraud"

[Policy 6.4](#) "Employee Code of Conduct and Conflicts of Interest Policy"

Faculty Handbook:

[Policy A53.1](#) "Policies Applicable to Faculty"

[Section B](#) "Policy on Academic Freedom and Tenure"

Policy A52.3 "Faculty Misconduct Review Committee" PROPOSED POLICY

Policy C09 "Respectful Campus"

Policy C70 "Confidentiality of Faculty Records"

Policy C290 "Ombuds/Dispute Resolution Services for Faculty"

Policy E40 "Research Misconduct"

Policy E110 "Conflicts of Interest in Research"

University Administrative Policies and Procedures Manual:

Policy 2140 "Use and Possession of Alcohol on University Property"

Policy 2200 "Reporting Suspected Misconduct and Whistleblower Protection from Retaliation"

Policy 2210 "Campus Violence."

Policy 2215 "Consensual Relationships and Conflicts of Interest"

Policy 2220 "Freedom of Expression and Dissent"

Policy 2240 "Respectful Campus"

Policy 2500 "Acceptable Computer Use"

Policy 2720 "Prohibited Discrimination and Equal Opportunity"

Policy 2740 "Sexual Harassment Including Sexual Assault"

Policy 3270 "Suspected Employee Impairment at Work"

Policy 3720 "Employee Code of Conduct and Conflicts of Interest Policy"

Policy 7205 "Dishonest or Fraudulent Activities"

Pathfinder:

"Visitor Code of Conduct"

"Student Code of Conduct"

CONTACTS

Direct any questions about this Policy to the Office of the Provost or the Office of the Executive Vice President for Health Sciences.

PROCEDURES

Any report of alleged misconduct shall be treated in a confidential manner to the extent legally permissible and brought to the attention of the department chair responsible for the faculty member whose actions are in question. The department chair should determine if they can impartially review the allegation; if not, they should recuse themselves. If a department chair decides to recuse, the report should be forwarded to the next higher academic authority who shall perform the functions assigned in this Policy to the chair and the provisions shall be modified as appropriate. The department chair or dean, if chair has recused, should also review the department's processes and procedures for reviewing the specific type of complaint. If allegations are made against a department chair or other administrator, the next higher academic authority shall perform the functions assigned in this Policy to the chair and the provisions shall be modified as appropriate.

1. Misconduct Subject to Investigation Procedures in Another Specific UNM Policy

The department chair will review the alleged misconduct to determine if the investigation process falls under the jurisdiction of another specific UNM Policy with defined investigation procedures. If the alleged misconduct is within the scope of another specific UNM policy that has its own procedures for investigation, the department chair shall forward such allegations to the appropriate person(s) or department(s) for handling pursuant to the applicable policy and provide notice to the faculty member to the extent legally permissible. These policies include, but are not limited to, allegations of research misconduct ([FH E40](#)), violation of respectful campus ([FH C09](#)), unethical behavior ([FH A61.8](#)), discrimination ([UAP 2720](#)), or sexual misconduct ([UAP 2740](#)). Depending on the nature of the alleged misconduct, investigations may involve bifurcated processes and result in actions in addition to faculty discipline as described in this Policy.

If the department chair has questions as to whether an allegation is within the scope of another policy, the department chair should consult with the Office of the Provost or Executive Vice President for Health Sciences (EVPHS). After the investigation is completed per the applicable policy, the results will be given to the department chair, who is responsible for determining what, if any, disciplinary action may result.

If an investigation conducted in accordance with another specific UNM policy finds no misconduct, the department chair will inform the faculty member of the determination and document the determination in the faculty member's personnel file(s) in accordance with *Faculty Handbook* Policy [C70](#) "Confidentiality of Faculty Records."

If an investigation conducted in accordance with another specific UNM policy results in a determination that misconduct has occurred, the department chair shall meet with the faculty member to provide the written report of the investigation. Within five (5) working days after meeting with the faculty member, the department chair shall make a decision on what level of disciplinary action, if any, will result. For Title IX cases, the department chair or designee must discuss the disciplinary action with the Title IX Coordinator prior to finalizing the discipline and send a copy of the disciplinary action to the Title IX Coordinator. If the disciplinary action involves a warning, censure, or disciplinary probation, the procedures in **Section 5** herein shall be followed; or if the disciplinary action involves suspension without pay or dismissal the procedures in **Section 6** herein shall be followed.

2. Academic Freedom and Tenure (AF&T) Jurisdiction

If the department chair determines the allegations might pertain to decision-making processes influenced by 1) violation of academic freedom, 2) improper consideration in which a decision on substantive issues was not based upon impartial professional academic judgment and resulted in prejudice to the faculty member, or 3) procedural violations of *Faculty Handbook* policy [B6](#) "Academic Freedom and Tenure Committee" that resulted in prejudice to the faculty member, the department chair should consult with the Chair of the Academic Freedom and Tenure Committee (AF&T).

3. Preliminary Assessment

If there are no AF&T concerns and the investigation of the alleged misconduct does not fall within the jurisdiction of another specific UNM Policy, the department chair will complete a preliminary assessment within five (5) working days after the matter is brought to department chair's attention. The purpose of the preliminary assessment is to determine whether the allegation is sufficiently credible and specific. The department chair can consult with the dean for assistance with these determinations.

The preliminary assessment is not intended to be an investigation which is covered under **Section 4** herein, and consequently the department chair does not necessarily need to interview individuals or gather data beyond any that may have been submitted with the allegation. After completing the preliminary assessment, the department chair will determine the appropriate action as set forth below. The department chair will meet with the faculty member to explain the nature of the alleged violation.

3.1. Allegation(s) Not Sufficiently Credible and Specific

If the department chair determines the allegations are not sufficiently credible and specific, the department chair will inform the faculty member in writing of the determination and ask the faculty member if they wish the determination be documented in the faculty member's personnel file(s). The department chair will notify the complainant in writing that the report was not found to be specific and credible and therefore no further action will be taken.

3.2. Conciliation

Conciliation is voluntary and may be undertaken if both parties agree. The department chair or the faculty member may initiate conciliation proceedings at any time prior to a disciplinary decision by the department chair. The Ombuds/Dispute Resolution Services for Faculty Office can provide assistance (refer to Policy [C290](#) "Ombuds/Dispute Resolution Services for Faculty").

3.3. Allegation(s) Pertain to Performance Issues and Not Misconduct

If the department chair determines the allegations are credible and specific but pertain to performance issues and not misconduct, the department chair should address the issue promptly and directly with the faculty member using the regular performance review processes as described in Policy [B4](#) "Faculty Reviews." This should not wait until the scheduled performance review.

3.4. Alleged Misconduct is NOT within the Scope of Another Specific UNM Policy

If the department chair determines the allegations are credible and specific and the alleged misconduct does not fall within the scope of another specific UNM policy as discussed in **Section 1** herein, the department chair will meet with the faculty member to discuss the alleged misconduct within five (5) working days after completion of the preliminary assessment. At the meeting, the department chair will provide a written report to the faculty

member that describes the specific alleged misconduct, including a summary of any documentation.

- If the faculty member acknowledges the misconduct, the department chair and the faculty member will discuss possible disciplinary action. If the disciplinary action involves a warning, censure, or disciplinary probation, the procedures in **Section 5** herein shall be followed; or if the discipline involves suspension without pay or dismissal the procedures in **Section 6** herein shall be followed.
- If the faculty member does not agree that misconduct occurred, the department chair shall initiate an investigation in accordance with **Section 4** herein to determine if the allegations meet the definition of misconduct and are credible. The department chair will begin the investigation within five (5) working days after meeting with the faculty member.

4. Investigation of Misconduct NOT Subject to Investigation Procedures in Another Specific UNM Policy

The purpose of the investigation is to explore the allegations in detail, examine the evidence in depth, and determine specifically whether the faculty member engaged in misconduct. The investigation should be conducted in a confidential manner, to the extent legally permissible, and should be completed within fifteen (15) working days after completion of the preliminary assessment. If more time is needed, the chair should discuss the timeline with their respective dean and get the dean's approval for an extension.

At a minimum the investigation should include a meeting with the faculty member. The faculty member may be accompanied by one (1) person in meeting with the department chair. The faculty member shall notify the department chair at least two (2) working days prior to the scheduled meeting who, if anyone, will be accompanying them at the meeting. Before, during or after the meeting, the department chair may ask the faculty member to respond in writing to the allegations and present any relevant written material within a reasonable time specified by the department chair. The faculty member shall be free to submit any materials the faculty member believes to be relevant no later than five (5) working days after meeting with the department chair unless the department chair grants additional time in writing. The department chair should also meet with other individuals who might have information regarding aspects of the allegations.

Within five (5) working days after completion of the investigation, the department chair shall meet with the faculty member and provide a written report that will include a summary of the evidence reviewed and discussions with the faculty member and all individuals interviewed. No disciplinary action shall take place without providing said written report to the faculty member. A signed copy of the report shall be placed in the faculty member's personnel file(s). Signatures may consist of electronic verifications and files may be in electronic form.

4.1. Determination of Disciplinary Action

Within five (5) working days after meeting with the faculty member, the department chair shall make a decision on what level of disciplinary action, if any, will result. If disciplinary action involves a bargaining unit member, the disciplinary procedures listed in the applicable bargaining unit agreement will be followed. For faculty members not in a bargaining unit, if the disciplinary action involves a warning, censure, or disciplinary probation, the procedures in **Section 5** herein shall be followed; or if the disciplinary action involves suspension without pay or dismissal the procedures in **Section 6** herein shall be followed.

5. Warning, Censure, Disciplinary Probation Proposed

If the department chair, after meeting with the faculty member and considering all materials submitted pursuant to **Sections 1** through **4** of this Policy, proposes a warning, censure, or disciplinary probation, the department chair shall meet with the dean within five (5) working days of the meeting with the faculty member to review the matter to determine if the proposed discipline is justified and consistent with discipline within the college. If conciliation has not been attempted previously, the dean may suggest such action. Conciliation is voluntary and may be undertaken if both parties agree. If the proposed discipline is supported by the dean, the department chair may proceed with the discipline by providing the faculty member with a written discipline notice, except for any disciplinary action resulting from an OEO investigation, in which case all appeals must have been resolved prior to taking disciplinary action.

5.1. Appeals

If the faculty member does not agree with the results of the investigation and/or the disciplinary action, the faculty member may appeal a warning, censure, or disciplinary probation in accordance with the following sections; however, the disciplinary action will not be delayed pending appeal.

5.1.1. Appeal to Provost or Executive Vice President for Health Sciences (EVPHS)

The faculty member may submit a written appeal to the Provost or EVPHS within ten (10) working days of receipt of the written discipline notice from the department chair. The Provost/EVPHS will decide the matter based on the investigation's written report as discussed in **sections 1** and **4** herein, unless the Provost/ EVPHS determines that it would be helpful to meet with the parties, together or separately. Within ten (10) working days after receipt of the request for review from the faculty member, the Provost/ EVPHS shall uphold, modify, or reverse the disciplinary decision by written notice to the parties; or if the Provost/ EVPHS determines the investigation was not complete, the Provost/EVPHS may remand the matter back to the department chair for further action.

5.1.2 Academic Freedom and Tenure Committee

The Academic Freedom and Tenure Committee (AF&T) has the authority to review an appeal request brought by a faculty member who believes the matter is within the jurisdiction of AF&T per Policy **B6** (see **Section 2**. Above). AF&T will determine whether the matter is within its

jurisdiction and, if so, shall handle the matter under the Policy on Academic Freedom and Tenure with further appeals determined by the AF&T process per Policy [B6](#). Normally, the AF&T Committee will not review an appeal request until after a written decision is issued by the Provost/EVPHS.

5.1.3. Appeal to the President

If the faculty member does not agree with the decision of the Provost/EVPHS and/or AF&T determines the matter does not fall in its jurisdiction, the faculty member may request a review by the President. The President has discretion to determine whether the appeal will be considered. The request shall be made in writing, and must include the alleged facts, what happened in the proceedings to date, and the reasons justifying extraordinary review. Such requests must be filed in the President's Office within ten (10) working days of the date of the written decision from the Provost/EVPHS or AF&T if a review was requested by the faculty member.

5.1.4. Appeal to the Board of Regents

A faculty member may appeal the decision to the Board of Regents In accordance with [Regent Policy 1.5](#) "Appeals to the Board of Regents,"

6. Suspension Without Pay or Dismissal Proposed

If the department chair, after meeting with the faculty member and considering all materials submitted pursuant to **Sections 1 and 4** of this Policy, proposes to suspend the faculty member without pay or dismiss the faculty member, the department chair shall meet with the dean to review the matter to determine if the suspension without pay or dismissal is justified and consistent with discipline within the college. The dean shall meet with the faculty member to discuss the matter and the proposed discipline within five (5) working days after meeting with the department chair. If the proposal to suspend the faculty member without pay or dismiss the faculty member is supported by the dean after meeting with the department chair and the faculty member, the dean shall consult with the Provost or EVPHS within five (5) working days after meeting with the faculty member. The Provost or EVPHS will review the case on the record and issue a decision within five (5) working days after consulting with the dean. If the Provost or EVPHS supports the suspension without pay or dismissal of the faculty member, the decision will be sent to the faculty member within five (5) working days and include notification of the faculty member's appeal rights including the right to request a faculty peer hearing in accordance with **section 6.2.1** herein.

If a lesser disciplinary action is imposed in place of the proposed suspension without pay or dismissal, the faculty member may request a review by AF&T in accordance with **section 5.1.2** or discretionary review by the President or the Board of Regents in accordance with **sections 5.1.3 and 5.1.4** herein.

6.1. Academic Freedom and Tenure Committee

The Academic Freedom and Tenure Committee (AF&T) has the authority to review an appeal request brought by a faculty member who believes the matter is within the jurisdiction of AF&T per Policy **B6**. AF&T will determine whether the matter is within its jurisdiction and, if so, shall handle the matter under the Policy on Academic Freedom and Tenure. Normally, the AF&T Committee will not review an appeal request until after a written decision is issued by the Provost/EVPHS.

6.2. Suspension Without Pay for any Faculty Member and Dismissal of Faculty Member Without Tenure

6.2.1. Peer Hearing

If the proposed discipline is suspension without pay of any faculty member or dismissal of a faculty member without tenure, the faculty member may send a request for a peer hearing to the Chair of AF&T. The AF&T Chair will refer the request for a hearing to the Chair of the UNM Faculty Misconduct Review Committee (FMRC) within ten (10) working days of receipt of the Provost's or EVPHS's decision for suspension without pay or dismissal.

The Chair of the FMRC will arrange for a peer hearing and appoint a hearing panel composed of five (5) members of the FMRC. The hearing will be held as soon as reasonably possible and shall be conducted according to the Model Hearing Procedures. The Office of the University Secretary shall make arrangements for the hearing and shall provide support for the hearing panel. The hearing shall be recorded and shall be private unless both parties agree that the hearing be open. The hearing panel shall be chaired by one of the faculty members assigned to the hearing panel. The proceedings and the preparation of the decision shall be controlled by the peer hearing panel members.

If the investigative procedure involved a hearing before a faculty committee, any factual determination will not be subject to reconsideration by faculty peer review under this Policy. The hearing panel's role is to review the discipline action and **not** to reconsider the finding of misconduct. The hearing panel may uphold or reverse the proposed disciplinary action and submit their recommendation to the FMRC for a final decision. Decisions from the FMRC will be submitted to AF&T for confirmation. If the FMRC's decision is to reverse the proposal, the FMRC may direct the department chair and dean to impose a lesser disciplinary measure. The FMRC's decision may be reviewed on the record by the Provost/EVPHS, but the FMRC's decision shall not be reversed or modified except in the case of clear error. If the Provost/EVPHS reverses or modifies the FMRC decision, the justification shall be detailed in writing by the Provost/EVPHS. The decision of the FMRC and/or Provost/EVPHS is subject to discretionary review by the President or the Board of Regents if requested by the faculty member.

6.2.2. Appeal to the President

If the faculty member does not agree with the decision of the FMRC, the faculty member may request a review by the President. The President has discretion to determine whether the appeal will be considered. The request shall be made in writing, and must include the alleged

facts, what happened in the proceedings to date, and the reasons justifying extraordinary review. Such requests must be filed in the President's Office within ten (10) working days of the date of the written decision from the FMRC, unless the President allows for additional time.

6.2.3. Appeal to the Board of Regents

A faculty member may appeal the decision to the Board of Regents In accordance with [Regent Policy 1.5](#) "Appeals to the Board of Regents,"

6.3. Dismissal of Tenured Faculty Member Proposed

If the proposed discipline is dismissal of a tenured faculty member, refer to *Faculty Handbook* Policy [B6](#) for applicable policies and procedures.

HISTORY

October 26, 2021 – Approved by Faculty Senate

December 13, 2011 – Approved by Board of Regents

March 22, 2011 – Approved by Faculty Senate

1
2



3
4
5
6
7
8

CONSTITUTION

Associated Students **at** the University of New Mexico

9 **PREAMBLE**

10 We, the students of the University of New Mexico Main Campus, establish this Constitution to
11 preserve and protect the rights of the students of this University. In operating under this
12 constitution, ASUNM Government shall recognize the following rights: the right to a complete and
13 liberal education, the right to access the resources necessary to promote that education, the right to
14 freely express ideas and thoughts that are a product of that education, and the right to participate in
15 the processes and institutions that will ensure this education remains worthy and acceptable. We
16 hereby establish a governing body of student representatives, whose duty and purpose shall be to
17 protect and defend the rights of the students as defined in this Constitution.

18 **ARTICLE I**

19 Section 1. Definitions

- 20 A. Student: any person enrolled in the University, main campus, in an undergraduate status.
21 B. The Associated Students at the University of New Mexico (ASUNM): the undergraduate
22 student body of the main campus.
23 C. ASUNM Government: the representative body of ASUNM, established to pursue student
24 concerns.
25 D. Agency (Agent): any student or group which has been authorized by this Constitution, or
26 by law, to represent ASUNM, and/or to expend ASUNM Government funds, and includes
27 all elected and appointed students within the ASUNM Government and all of its
28 committees.
29 E. Organization: any student group which meets the chartering requirements of the University.
30 F. Officer: any student holding a position in an ASUNM Government funded organization and
31 all elected or appointed students serving in the ASUNM Government.
32 G. Good standing: any student who is enrolled in, maintains, and completes at least six credit
33 hours, while not on any type of University probation throughout the semester and who has
34 at least a 2.5 cumulative grade point average (G.P.A.). The only exception to having the 2.5
35 cumulative G.P.A. is if the student does not have a G.P.A. due to newly entering the
36 University.
37 H. Chair: the person designated to preside over any meeting.
38 I. Day: any regularly scheduled University school day, unless specifically stated otherwise.
39 This excludes Saturdays, Sundays, and Holidays.
40 J. ASUNM Government offices, ASUNM Government positions, and ASUNM Government
41 agents named herein are referred to without prefix. (e.g. ASUNM Government President).
42 K. Any student in any ASUNM government office, position, or agency named herein must be
43 a member of ASUNM and a student in good standing.
44 L. Gross Misconduct: An intentional act forbidden or unlawful performed with indifference to
45 known or obvious harmful consequences.
46 M. Malfeasance: Commission of a wrongful act which an official has no legal right to do, or
47 any wrongful conduct which affects, interrupts, or interferes with the performance of
48 official duty, or an act for which there is no authority or warrant of law.
49 N. Neglect of Office: Willful knowing, and intentional failure to attend to one’s official duties.

50
51 Section 2. Student Rights

52 These are the rights recognized by ASUNM, and governing the operation of the ASUNM
53 government. ASUNM shall promote these rights within the University community.

- 54 A. Every student has full and equal rights in the University regardless of sex, race, color,
55 national origin, religion, physical or mental disability, medical condition, sexual
56 orientation, gender identity, spousal affiliation, age, or veteran status
- 57 1. Any action that violates University policies, including the Code of Conduct, shall be
58 prohibited.
- 59 B. Every student has the right of freedom of all expressions of ideas.
- 60 C. Every student has the right to vote in accordance with normal procedures established by the
61 ASUNM government.
- 62 D. Every student has the right of access to all ASUNM Governmental records.
- 63 E. ASUNM asserts the right of student representation on University committees dealing with
64 the formulation of policies affecting students.
- 65 F. No student shall be denied the right of orderly assembly on the campus.
- 66 G. Every student has the right to contest before Student Court the constitutionality of
67 legislation, rulings, or decisions of the ASUNM Government or any chartered organization
68 that would affect students.
- 69 1. All students shall be considered innocent of any infraction of ASUNM Government
70 laws until proven guilty in a hearing of the appropriate judicial body and shall not
71 suffer direct or indirect penalties for an infraction until guilt has been established.
- 72 2. No student shall be compelled to be a witness against themselves and shall be
73 properly informed of the nature and the cause of the accusation, and shall have a fair
74 and impartial hearing by the appropriate judicial body in which they will be
75 confronted by the witnesses against them, and may utilize the assistance of counsel
76 in any part of the proceedings.
- 77

78 **ARTICLE II. Legislative Branch**

79 Section 1. Senate

80 All legislative powers of ASUNM Government shall be vested in the Senate.

81 Section 2. Legislative Function

82 The Senate shall make all laws and regulations it deems necessary and proper for the ASUNM
83 Government, prepare the budget, appropriate all funds of ASUNM raised through the ASUNM fee
84 as designated by the Regents, approve or disapprove all legislative committees made by the Vice
85 President, and impeach specified officials for due cause.

86 Section 3. Composition of the Senate

87 The Senate shall consist of twenty members elected at large from ASUNM. The term of office
88 shall be two senate sessions.

89 Section 4. Qualifications of Senators

90 During a term in office no senator shall serve in any other branch of the ASUNM Government,
91 except when a senator may be appointed to serve as the Senate's representative to an ASUNM
92 Student Service Agency.

93 Section 5. Powers of Subpoena

94 The Senate shall be empowered to subpoena ASUNM members to appear before it or any of its
95 committees by a majority vote of the seated Senate. Any student or group failing to comply with a
96 properly issued subpoena may be suspended from ASUNM Government offices and committees.

97 Section 6. Legislation

98 A bill passed by a majority vote of the seated Senate shall become law upon the signature of the
99 President within six days after its passage. If a bill or line item is vetoed, this veto can be overruled
100 by a vote of two-thirds of the seated Senate at the following Senate meeting. A bill left unsigned by
101 the President on the fifth day after its passage shall become law.

102 Section 7. Senate Administrative Officers

- 103 A. The Vice President shall be the president of and preside over the Senate, and shall have no
104 vote except in the event of a tie. The Vice President shall appoint such assistants as they
105 deem necessary.
- 106 B. A President Pro Tempore shall be elected from the membership of the Senate by plurality.
107 The President Pro Tempore of the Senate shall preside over the Senate in the absence of the
108 Vice President. The President Pro Tempore shall approve or disapprove all appointments to
109 constitutional and statutory appointments made by the President. President Pro Tempore
110 may be removed by a majority vote of the seated Senate at the first meeting following the
111 introduction of a motion for removal.

Commented [AVP1]: Define in Lawbook

113 Section 8. Senate Committees

114 The Vice President shall appoint all chairs and members of Senate committees with the
115 concurrence of the Senate. After three consecutive rejections of a vice presidential appointment to
116 a position, the floor shall be opened to nominations by the Senate.

- 117 A. The Finance Committee shall be established to investigate budget requests and make
118 recommendations on the budget of the ASUNM government. Legislation concerned with
119 finances shall be referred to this committee. This committee shall be composed of five to
120 seven senators. One of the senators shall serve as chair and shall have no vote except in the
121 event of a tie.
- 122 B. The Steering and Rules Committee shall be established to investigate all legislation not
123 allocating ASUNM Government funds. This committee shall be composed of five to seven
124 senators. One of the senators shall serve as chair and shall have no vote except in the event
125 of a tie.
- 126 C. The Outreach and Events Committee shall be established to work on outreach to student
127 organizations and the student body by taking measures to enhance communication between
128 ASUNM and the University of New Mexico Community. This committee shall be
129 composed of five to seven senators. One of the senators shall serve as chair and shall have
130 no vote except in the case of a tie.

Commented [BRT2]: Is this function of evaluation of such appointments being absorbed by any other position or committee?

132 Section 9. Sessions of the Senate

- 133 A. There shall be two sessions of the Senate each academic year.
134 1. The first session shall begin at noon on the last day of the spring semester.

2. The second session shall begin at noon on the last day of the fall semester.
- B. Senators shall be sworn in by a Student Court Justice on the first day of the session. Quorum shall consist of two thirds of the seated Senate.
- C. The Senate shall meet at the call of the President, the Vice President, or upon petition of at least one-third of the senators. Meetings shall be held at least every two weeks during the regular academic year.

Section 10. Salaries

- A. The Senate may establish salaries for the purpose of compensation for student officials and employees. Compensation may not be diminished during an individual's term of office.
- B. No more than one salaried position in ASUNM Government may be held by any one student at a given time.
- C. All hourly salaries being paid by the ASUNM Government shall meet at least federal minimum wage requirements.

Commented [BRT3]: Perhaps we can discuss the historical perspective for this provision?

ARTICLE III. Executive Branch

Section 1. The President

- A. The executive power and the power of enforcement of legislation shall be vested in a President.
- B. The President shall have earned a minimum of thirty credit hours at the University of New Mexico Main Campus and earned a cumulative grade point average of at least a 3.0 at the time of their candidacy. No President, during the time for which they are elected, may serve in any other branch of the ASUNM Government.
- C. The term of office is for one year, beginning at noon of the last day of the spring semester and ending at noon of the last day of the following spring semester. The President may serve a maximum of two terms within the office to which they were elected.
- D. In the event that the office of the President is vacant, the Vice President shall assume the title and duties of that office.

Section 2. Powers and Responsibilities of the President

- A. Executive rulings necessary for the enforcement and execution of this Constitution and ASUNM Governmental legislation, and not in violation of this Constitution and ASUNM Governmental legislation, may be made by the President.
- B. At least twice during each session, the President shall give the Senate information in person, as to the state of the ASUNM Government and may recommend such measures as they deem necessary.
- C. The President, in consultation with their executive officers, shall prepare and submit to the Senate a budgetary proposal for the next fiscal year for the Executive Branch of Government and the Student Service Agencies.
- D. The President may establish and appoint any executive officer or student service agency to advise and assist them in the execution of their prescribed duties. The tenure of these appointments shall not exceed the term of office of the appointing President with the exception of the Chief and Associate Justices whose term length is defined in Article IV, Section 2B

180 Section 3. Executive Office of the President

- 181 A. There shall be an executive office of the President composed of an Attorney General, a
182 Chief of Staff, and any other executive officers the President might appoint. It shall be the
183 duty of this office to advise and assist the President in the execution of their duties.
184 B. There shall be an Attorney General appointed by the President. The Attorney General shall
185 make copies of student's and student organization's judicial rights available in the ASUNM
186 office and shall carry out other duties outlined by the ASUNM Lawbook.

187
188 Section 4. The Executive Cabinet

189 There shall be an Executive Cabinet composed of the President, the Vice President, the Attorney
190 General, the Chief of Staff, the President Pro Tempore, the chairs of all Student Service Agencies,
191 and any other officials or persons prescribed by the President. The Executive Cabinet shall advise
192 and assist the President in their duties as well as facilitate cooperation and coordination among the
193 Student Service Agencies and executive officials.

194 Section 5. The Vice President

- 195 A. There shall be a Vice President who will assist the President in their duties. The Vice
196 President shall have earned a minimum of thirty credit hours at the University of New
197 Mexico, main campus and earned a cumulative grade point average of at least a 3.0 at the
198 time of their candidacy.
199 B. The term of office is for one year, beginning at noon of the last day of the spring semester
200 and ending at noon of the last day of the following spring semester. The Vice President
201 may serve a maximum of two terms within the office to which they were elected.
202 C. In the event that the office of the Vice President is vacant, the President Pro Tempore of the
203 Senate shall assume the title and duties of the office.
204 D. The Vice President shall prepare and submit to the Senate a budgetary proposal for the next
205 fiscal year for the Legislative Branch of the Government.

206
207 Section 6. Joint Student-Faculty Committees

208 Joint student-faculty committees are committees which include representatives appointed by
209 ASUNM. These standing committees may not be changed in function or composition without the
210 concurrence of the ASUNM Senate (or Student Body) and the Faculty Senate, though either group
211 may unilaterally withdraw from any of these committees. The Board of Regents may modify the
212 function or composition of these committees, but shall first receive advice from the ASUNM and
213 Faculty Senate.

214 Section 7. ASUNM Student Service Agencies

- 215 A. The President shall appoint all chairs or directors of all Student Service Agencies. All other
216 student appointments to Student Service Agencies shall be made by the chair with the
217 consent of the President, with the exception of Senate representatives.
218 B. The term of office for agency membership shall coincide with that of the President.
219 C. Vice Presidential Appointments may be removed by the Vice President but subject to the
220 approval of the Senate. Removal of appointments to regulation boards in the areas of

publications and radio broadcasting must receive the concurrence of the majority of the seated Senate.

ARTICLE IV. Judicial Branch

Section 1. Judicial Function

The Judicial power of the ASUNM Government, with the exception of impeachment, shall be vested in the Student Court.

Section 2. Student Court

- A. The Student Court shall have original jurisdiction in all cases arising under this Constitution, the laws and by-laws of the ASUNM Government, ASUNM Government money allocations and the regulations and actions of the various bodies and committees of the ASUNM Government with the exception of those judicial powers of the Student Conduct Committee and the Senate. The Student Court shall also have appellate jurisdiction over the decisions of the Attorney General and the Elections Commission.
- B. The Court shall be composed of a Chief Justice and four Associate Justices. The justices must have attended the University, main campus, at least one semester immediately prior to their appointment, and be a student in good standing. The justices shall be appointed by the President and confirmed by the Senate. The term of office of the Chief Justice shall mirror that of the ASUNM President. Their term will begin when the oath of office has been administered in the Summer and end at exactly 1 p.m. on the last day of the Spring semester the following year. The term of office of the Associate Justices will begin at the exactly 1 p.m. on the last day of the Fall semester and end at exactly 1 p.m. on the last day of the Fall semester the following year. All Justices must apply and be reappointed to another term if they are to remain on the court.
- C. The Chief Justice shall preside over the Court and shall be responsible for the publication of the decisions of the Court. A decision of the Court shall be made with the written concurrence of at least three of the justices. If there is a vacancy or absence of three of the justices, the remaining justice(s) may only act on administrative matters subject to later approval by at least three justices. Details of court procedure not prescribed by this Constitution or by legislation shall be the responsibility of the court itself.
- D. Any justice, upon written request for the issuance of a subpoena ordering a person to appear before the Court, may issue such subpoena. The subpoena may be contested before the Court. Any student failing to comply with a properly issued subpoena may be suspended from ASUNM Government offices and committees.
- E. Any student failing to comply with a properly issued Court Order may be suspended from ASUNM Government offices and committees.
- F. Any act which is calculated to hinder or obstruct the Court in administration of justice may be considered in contempt of court if committed by a person who does so willingly in an attempt to impede the administration of justice. A party may be found guilty of Contempt of Court only if a) the act is done in the presence of the court and its presiding judge; or b) the party fails to comply with an order of the Court. Any student or group found guilty of contempt of court may be suspended from ASUNM Government offices and committees.
- G. Student Court decisions may be appealed to the Student Conduct Committee if the Committee will be able to hear and decide the appeal before the end of the semester, as determined by the Dean of Students. If the Student Conduct Committee is unable to accept

- the appeal, the Dean of Students will hear and decide it. Decisions of the Dean of Students may be appealed to the Vice President for Student Affairs. The President and the Board of Regents reserve the discretionary authority to review all decisions.
- H. The Chief Justice shall prepare and submit to the Senate a budgetary proposal for the next fiscal year for the Judicial Branch of the government.

ARTICLE V. Disciplinary Action

- A. A call for disciplinary action may be brought against any elected or appointed official in ASUNM Government by any student. The grounds for disciplinary action are violation of ASUNM law(s), willful neglect of office, gross misconduct, or malfeasance; except that an ASUNM Government official may be removed from office only for willful neglect of office, gross misconduct or malfeasance.
- B. Disciplinary actions include:
1. Suspension - removal of duties, rights, and voting privileges associated with the position for a period of no longer than four weeks.
 2. Mandatory mediation - mediation that must be held among the accusing student, the accused official, the ASUNM Vice President, and another neutral party that both the student and the accused official agree upon. If the ASUNM Vice President is the accused official, the President Pro-Tempore shall replace the Vice President in the mediation process.
- C. Procedures
1. A call for disciplinary action may be brought by any student before the ASUNM Student Court in the form of a written charge.
 2. If the call for disciplinary action is deemed valid the charges shall be considered at a separate hearing before the ASUNM Student Court.
 3. The hearing shall be held at least one week and one day after the date of actual notification of the official who is the subject of the charge.
 4. Disciplinary actions against an elected or appointed official may be ordered only by a majority vote of the ASUNM Justices.
 5. Disciplinary decisions by the ASUNM Student Court pursuant to this Article may be challenged by either party on the grounds that the procedures were not followed in good faith, or on procedural or legal grounds. Appeals of decisions of the Student Court may be made to the Student Conduct Committee, pursuant to the Student Conduct Committee Procedure.
 6. In the event of an appeal, the Conduct Committee will review the Court's decision and consider whether proper procedures were followed, whether the decision is supported by the facts found in the evidence, and whether or not the decision violates University policy. If the decision is in agreement with the above stated criteria, the Conduct Committee will uphold the Court's decision. If the Conduct Committee decides otherwise then it may reverse the Court's decision or send the case back to the Student Court for further action.

ARTICLE VI. Impeachment of Elected and Appointed Officers

- 311 A. All elected officials, the Attorney General, and the Justices of the Student Court are subject
312 to impeachment. The judicial power to impeach shall be reserved to the Senate.
- 313 1. Violations of laws, trust, willful neglect of office, gross misconduct or malfeasance,
314 shall constitute grounds for impeachment.
- 315 2. Accusations and charges are to be made in resolution form for presentation to the
316 Senate. This resolution shall be submitted to the Vice President, unless they are the
317 one being impeached, then the resolution shall be submitted to the President Pro
318 Tempore of the Senate.
- 319 3. The defendant must then be notified within twenty-four (24) hours of the charges or
320 accusations made against them. It shall be the duty of the Vice President, unless
321 they are the one being impeached, to serve this notice. If the Vice President is
322 unavailable, the duty shall then be that of the President Pro Tempore of the Senate.
- 323 4. A motion of impeachment may be voted on by the Senate no earlier than one week
324 after receipt of the resolution and no later than two regular Senate meetings after
325 receipt of the resolution.
- 326 B. An affirmative vote by three-quarters (3/4) of the seated Senate shall be sufficient to
327 impeach an official and remove them from office.
- 328 C. The Student Court may upon a motion on behalf of the defendant, review impeachment
329 cases only to determine whether proper procedure has been followed. This motion must be
330 filed within twenty-four (24) hours following the final decision of the Senate.
331

Commented [BRT4]: I moved this to its own section,
rather than being part of Section A

332 ARTICLE VII. FISCAL RESPONSIBILITY

333 Section 1. Student Funds

334 The funds of ASUNM Government shall be derived from designated ASUNM fees, income from
335 enterprises of ASUNM Government, and other legally approved sources.

336 Section 2. Authorization of ASUNM Fees

337 An ASUNM fee shall be levied on each undergraduate student at the University subject to
338 authorization by the UNM Board of Regents. The ASUNM fee shall be thirty five (35) dollars for
339 each undergraduate student. This fee shall increase by five (5) dollars every three (3) years from
340 the adoption of this Constitution until the fee reaches a total of fifty (50) dollars.

341 Section 3. Distribution of the ASUNM Fee

- 342 A. "Anticipated revenue" shall be defined as the amount of funds anticipated from the
343 ASUNM Fee as reported by the SGAO (Student Government Accounting Office).
- 344 B. A budget shall be prepared and submitted by the Finance Committee to the Senate for
345 approval no later than the eleventh week of the Spring Semester.
- 346 1. The budget shall include budgets for General Government and the Student Service
347 Agencies.
- 348 2. The budget shall allocate eight point five (8.5) percent of the anticipated revenue to
349 the Student Publications Board or its successor.
- 350 a. The allocation has been established by the Senate in support of the
351 operations of the Student Publications Board.

- 352 b. It shall be disbursed upon receipt of a memorandum from the board stating
353 the intended use of the ASUNM Fee.
354 c. The memorandum shall be recorded as an addendum to the budget
355 approved by the Senate.
356 C. This proposed budget shall not exceed ninety-three (93) percent of the anticipated revenue
357 for the following fiscal year.
358 D. Any funds not allocated by this budget may be allocated by the Senate according to the
359 ASUNM Constitution and the ASUNM Lawbook.

360 Section 4. Authority of Financial Control

- 361 A. The SGAO shall be the sole fiscal agent for all ASUNM Government financial transactions.
362 B. All expenditures must have prior clearance from the SGAO.
363 C. The ASUNM Government, Student Service Agencies, and any organizations funded
364 through ASUNM Government may not spend in excess of their approved allocation.
365 D. Deficit spending may result in substantial penalties as governed by ASUNM Government
366 law.

367 Section 5. Education in Financial Matters

- 368 Agents shall be responsible for familiarizing themselves with ASUNM
369 Government and SGAO policies and financial procedures before any expenditures are made.

370 Section 6. Accounting Requirements

- 371 All ASUNM Government accounting systems shall be in accordance with appropriate federal,
372 state, and University requirements.

373 Section 7. Ownership

- 374 All items purchased with ASUNM Government funds become the property of ASUNM
375 Government and thus the Regents of the University of New Mexico.

376 **ARTICLE VIII. ELECTION PROCEDURES**

377 Section 1. Candidate Eligibility

- 378 In order to be an eligible candidate for the office of President or Vice President they shall have
379 earned a minimum of thirty credit hours at the University of New Mexico Main Campus and
380 earned a cumulative grade point average of at least a 3.0 at the time of their candidacy. In order to
381 be an eligible candidate for the office of Senator, one must be a student in good standing (as
382 defined in the ASUNM Constitution Article I. Sections G & K) and register as a candidate for only
383 one (1) of these offices.

384 Section 2. Election of the Senate

- 385 Ten members of the Senate shall be elected at large from among those candidates declared eligible
386 by the Election Commission in both the Spring Senatorial General Election and Fall General
387 Election.

388 Section 3. Election of the President and Vice President

389 The President and Vice President shall be elected at large in a separate Spring General Election
390 held three (3) weeks prior to the Senatorial Election from among those candidates declared eligible
391 by the Elections Commission.

392 A. This election shall be referred to as the Presidential/Vice Presidential Spring General
393 Election.
394

395 Section 4. Senate Vacancies

396 In the event of vacancies in the Senate, the official candidates receiving the next highest number of
397 votes from the most recent general election shall fill those vacancies. Senatorial duties shall be
398 assumed upon confirmation by the Elections Commission and upon being sworn in. In the event
399 that the position is refused or in the event that the Vice President, after reasonable attempts, is
400 unable to contact the official candidate, the official candidate with the next highest number of votes
401 from the most recent general election will be appointed. This shall continue until all vacancies are
402 filled or until there are no remaining official candidates to fill the vacancies. In the event that there
403 are no remaining official candidates to fill the vacancies, the Vice President shall accept
404 applications and appoint replacements for vacancies within ten (10) days. Upon interview by the
405 Senate, confirmation of the appointment will occur with the approval of two-thirds of the Senate.
406 No Vice Presidential appointed Senator shall be allowed to assume responsibilities, duties, or
407 voting privileges of a Senator until confirmed by the Senate and upon being sworn in. An
408 appointed Senator's term shall not exceed the semester in which they are appointed.

409 Section 5. Election Commission

410 A. The Elections Commission shall be empowered to preside over all election procedures,
411 enforce election regulations, tabulate results, and appoint any additional aides deemed
412 necessary by the Commission to perform its duty.

413 Section 6. Election Process

414 All elections shall be executed in accordance with the procedures outlined in the ASUNM
415 Government Lawbook.

416 Section 7. Voting

417 Each undergraduate student of the University of New Mexico is allowed to cast their ballot once
418 per election with valid UNM NetID and password.

419 **ARTICLE IX. REFERENDA**

420 Section 1.

421 Legislation may become law via referendum. Referendum items shall be put to a vote of the
422 student body during general elections. Referenda that are passed by a majority of those students
423 voting shall become ASUNM Government law.

424 Section 2.

425 Said laws shall be binding on ASUNM Government for one academic year providing it is within
426 ASUNM Governmental power to enact the provisions of the referenda, and may not be overturned

427 by any actions of the Senate or the President. Said laws may only be repealed or amended via
428 referenda.

429 Section 3.

430 The student body may overturn actions of Senate or Presidential vetoes by a majority vote through
431 the referendum process.

432 Section 4.

433 Referenda may be placed on the ASUNM ballot by a majority vote of the seated Senate or by
434 petitions presented to the court and signed by one half of the number of students voting in the
435 previous general election.

436 **ARTICLE X. AMENDMENTS**

- 437 A. Amendments to this constitution may be proposed by a two-thirds vote of the seated Senate
438 or by petition of one-half (1/2) of the number of students voting in the previous general
439 election. The proposed amendment shall be placed on the ballot of the next election.
- 440 B. An affirmative vote by a majority of those students voting on the amendment shall be
441 sufficient to approve an amendment. After its adoption by the students, each amendment
442 must be approved by the Board of Regents of the University before it will become
443 effective.
- 444 C. This Constitution, including all amendments, shall be subject to modification by and under
445 the control of the Board of Regents of the University.
- 446 D. Articles and amendments of the Constitution proposed by the students and approved by the
447 UNM Board of Regents shall be placed in the appropriate context within this document,
448 including specific numerical references (Article, Section, and paragraph number).

3 **Legislative Action**

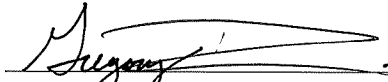
4 Introduced by: ASUNM Vice President Ryan Regalado (A)(E), ASUNM President Gregory C.
5 Romero (A)(E), ASUNM Chief of Staff Emma Hotz (A)(E), ASUNM Attorney General Rafael
6 Romero-Salas (A)(E), Senator Danielle Bell (S), Senator Mikenzie Chessman (S), Senator Jacob
7 Griego (S), Senator Sierra Quintana (S)

8 1st Reading: 2/16/2022

Referred To: Full Senate (Special)

9 2nd Reading: Committee Action:

10 3rd Reading: Senate Action: 19-0-0-1

11 **Executive Action:**12 ☒ Approved ☐ Vetoed13 

14 ASUNM President

15 2/17/2022
16 Date17
18 Unsigned by the President on this ____ day of _____ 2022. Bill automatically becomes law.19 **Legislative Response:**

20 Veto override vote taken: _____ Senate Action: _____

21
22
23 Be it enacted by the Associated Students of the University of New Mexico that the following be
24 adopted as the new Constitution for the Associated Students of the University of New Mexico:
25



CONSTITUTION

Associated Students at the University of New Mexico

33 **PREAMBLE**

34 We, the students of the University of New Mexico Main Campus, establish this Constitution to
35 preserve and protect the rights of the students of this University. In operating under this
36 constitution, ASUNM Government shall recognize the following rights: the right to a complete and
37 liberal education, the right to access the resources necessary to promote that education, the right to
38 freely express ideas and thoughts that are a product of that education, and the right to participate in
39 the processes and institutions that will ensure this education remains worthy and acceptable. We
40 hereby establish a governing body of student representatives, whose duty and purpose shall be to
41 protect and defend the rights of the students as defined in this Constitution.

42 **ARTICLE I**

43 Section 1. Definitions

- 44 A. Student: any person enrolled in the University, main campus, in an undergraduate status.
45 B. The Associated Students at the University of New Mexico (ASUNM): the undergraduate
46 student body of the main campus.
47 C. ASUNM Government: the representative body of ASUNM, established to pursue student
48 concerns.
49 D. Agency (Agent): any student or group which has been authorized by this Constitution, or
50 by law, to represent ASUNM, and/or to expend ASUNM Government funds, and includes
51 all elected and appointed students within the ASUNM Government and all of its
52 committees.
53 E. Organization: any student group which meets the chartering requirements of the University.
54 F. Officer: any student holding a position in an ASUNM Government funded organization and
55 all elected or appointed students serving in the ASUNM Government.
56 G. Good standing: any student who is enrolled in, maintains, and completes at least six credit
57 hours, while not on any type of University probation throughout the semester and who has
58 at least a 2.5 cumulative grade point average (G.P.A.). The only exception to having the 2.5
59 cumulative G.P.A. is if the student does not have a G.P.A. due to newly entering the
60 University.
61 H. Chair: the person designated to preside over any meeting.
62 I. Day: any regularly scheduled University school day, unless specifically stated otherwise.
63 This excludes Saturdays, Sundays, and Holidays.
64 J. ASUNM Government offices, ASUNM Government positions, and ASUNM Government
65 agents named herein are referred to without prefix. (e.g. ASUNM Government President).
66 K. Any student in any ASUNM government office, position, or agency named herein must be
67 a member of ASUNM and a student in good standing.
68 L. Gross Misconduct: An intentional act forbidden or unlawful performed with indifference to
69 known or obvious harmful consequences.
70 M. Malfeasance: Commission of a wrongful act which an official has no legal right to do, or
71 any wrongful conduct which affects, interrupts, or interferes with the performance of
72 official duty, or an act for which there is no authority or warrant of law.
73 N. Neglect of Office: Willful knowing, and intentional failure to attend to one's official duties.

74
75 Section 2. Student Rights

These are the rights recognized by ASUNM, and governing the operation of the ASUNM government. ASUNM shall promote these rights within the University community.

- A. Every student has full and equal rights in the University regardless of sex, race, color, national origin, religion, physical or mental disability, medical condition, sexual orientation, gender identity, spousal affiliation, age, or veteran status
 - 1. Any action that violates University policies, including the Code of Conduct, shall be prohibited.
- B. Every student has the right of freedom of all expressions of ideas.
- C. Every student has the right to vote in accordance with normal procedures established by the ASUNM government.
- D. Every student has the right of access to all ASUNM Governmental records.
- E. ASUNM asserts the right of student representation on University committees dealing with the formulation of policies affecting students.
- F. No student shall be denied the right of orderly assembly on the campus.
- G. Every student has the right to contest before Student Court the constitutionality of legislation, rulings, or decisions of the ASUNM Government or any chartered organization that would affect students.
 - 1. All students shall be considered innocent of any infraction of ASUNM Government laws until proven guilty in a hearing of the appropriate judicial body and shall not suffer direct or indirect penalties for an infraction until guilt has been established.
 - 2. No student shall be compelled to be a witness against themselves and shall be properly informed of the nature and the cause of the accusation, and shall have a fair and impartial hearing by the appropriate judicial body in which they will be confronted by the witnesses against them, and may utilize the assistance of counsel in any part of the proceedings.

ARTICLE II. Legislative Branch

Section 1. Senate

All legislative powers of ASUNM Government shall be vested in the Senate.

Section 2. Legislative Function

The Senate shall make all laws and regulations it deems necessary and proper for the ASUNM Government, prepare the budget, appropriate all funds of ASUNM raised through the ASUNM fee as designated by the Regents, approve or disapprove all legislative committees made by the Vice President, and impeach specified officials for due cause.

Section 3. Composition of the Senate

The Senate shall consist of twenty members elected at large from ASUNM. The term of office shall be two senate sessions.

Section 4. Qualifications of Senators

During a term in office no senator shall serve in any other branch of the ASUNM Government, except when a senator may be appointed to serve as the Senate's representative to an ASUNM Student Service Agency.

117 Section 5. Powers of Subpoena

118 The Senate shall be empowered to subpoena ASUNM members to appear before it or any of its
119 committees by a majority vote of the seated Senate. Any student or group failing to comply with a
120 properly issued subpoena may be suspended from ASUNM Government offices and committees.

121 Section 6. Legislation

122 A bill passed by a majority vote of the seated Senate shall become law upon the signature of the
123 President within six days after its passage. If a bill or line item is vetoed, this veto can be overruled
124 by a vote of two-thirds of the seated Senate at the following Senate meeting. A bill left unsigned by
125 the President on the fifth day after its passage shall become law.

126 Section 7. Senate Administrative Officers

- 127 A. The Vice President shall be the president of and preside over the Senate, and shall have no
128 vote except in the event of a tie. The Vice President shall appoint such assistants as they
129 deem necessary.
- 130 B. A President Pro Tempore shall be elected from the membership of the Senate by plurality.
131 The President Pro Tempore of the Senate shall preside over the Senate in the absence of the
132 Vice President. The President Pro Tempore shall approve or disapprove all appointments to
133 constitutional and statutory appointments made by the President. President Pro Tempore
134 may be removed by a majority vote of the seated Senate at the first meeting following the
135 introduction of a motion for removal.

136
137 Section 8. Senate Committees

138 The Vice President shall appoint all chairs and members of Senate committees with the
139 concurrence of the Senate. After three consecutive rejections of a vice presidential appointment to
140 a position, the floor shall be opened to nominations by the Senate.

- 141 A. The Finance Committee shall be established to investigate budget requests and make
142 recommendations on the budget of the ASUNM government. Legislation concerned with
143 finances shall be referred to this committee. This committee shall be composed of five to
144 seven senators. One of the senators shall serve as chair and shall have no vote except in the
145 event of a tie.
- 146 B. The Steering and Rules Committee shall be established to investigate all legislation not
147 allocating ASUNM Government funds. This committee shall be composed of five to seven
148 senators. One of the senators shall serve as chair and shall have no vote except in the event
149 of a tie.
- 150 C. The Outreach and Events Committee shall be established to work on outreach to student
151 organizations and the student body by taking measures to enhance communication between
152 ASUNM and the University of New Mexico Community. This committee shall be
153 composed of five to seven senators. One of the senators shall serve as chair and shall have
154 no vote except in the case of a tie.

155
156 Section 9. Sessions of the Senate

- 157 A. There shall be two sessions of the Senate each academic year.
158 1. The first session shall begin at noon on the last day of the spring semester.

- 159 2. The second session shall begin at noon on the last day of the fall semester.
160 B. Senators shall be sworn in by a Student Court Justice on the first day of the session.
161 Quorum shall consist of two thirds of the seated Senate.
162 C. The Senate shall meet at the call of the President, the Vice President, or upon petition of at
163 least one-third of the senators. Meetings shall be held at least every two weeks during the
164 regular academic year.

165
166 Section 10. Salaries

- 167 A. The Senate may establish salaries for the purpose of compensation for student officials and
168 employees. Compensation may not be diminished during an individual's term of office.
169 B. No more than one salaried position in ASUNM Government may be held by any one
170 student at a given time.
171 C. All hourly salaries being paid by the ASUNM Government shall meet at least federal
172 minimum wage requirements.

173
174 **ARTICLE III. Executive Branch**

175 Section 1. The President

- 176 A. The executive power and the power of enforcement of legislation shall be vested in a
177 President.
178 B. The President shall have earned a minimum of thirty credit hours at the University of New
179 Mexico Main Campus and earned a cumulative grade point average of at least a 3.0 at the
180 time of their candidacy. No President, during the time for which they are elected, may serve
181 in any other branch of the ASUNM Government.
182 C. The term of office is for one year, beginning at noon of the last day of the spring semester
183 and ending at noon of the last day of the following spring semester. The President may
184 serve a maximum of two terms within the office to which they were elected.
185 D. In the event that the office of the President is vacant, the Vice President shall assume the
186 title and duties of that office.

187
188 Section 2. Powers and Responsibilities of the President

- 189 A. Executive rulings necessary for the enforcement and execution of this Constitution and
190 ASUNM Governmental legislation, and not in violation of this Constitution and ASUNM
191 Governmental legislation, may be made by the President.
192 B. At least twice during each session, the President shall give the Senate information in
193 person, as to the state of the ASUNM Government and may recommend such measures as
194 they deem necessary.
195 C. The President, in consultation with their executive officers, shall prepare and submit to the
196 Senate a budgetary proposal for the next fiscal year for the Executive Branch of
197 Government and the Student Service Agencies.
198 D. The President may establish and appoint any executive officer or student service agency to
199 advise and assist them in the execution of their prescribed duties. The tenure of these
200 appointments shall not exceed the term of office of the appointing President with the
201 exception of the Chief and Associate Justices whose term length is defined in Article IV,
202 Section 2B
203

204 Section 3. Executive Office of the President

- 205 A. There shall be an executive office of the President composed of an Attorney General, a
206 Chief of Staff, and any other executive officers the President might appoint. It shall be the
207 duty of this office to advise and assist the President in the execution of their duties.
208 B. There shall be an Attorney General appointed by the President. The Attorney General shall
209 make copies of student's and student organization's judicial rights available in the ASUNM
210 office and shall carry out other duties outlined by the ASUNM Lawbook.

211
212 Section 4. The Executive Cabinet

213 There shall be an Executive Cabinet composed of the President, the Vice President, the Attorney
214 General, the Chief of Staff, the President Pro Tempore, the chairs of all Student Service Agencies,
215 and any other officials or persons prescribed by the President. The Executive Cabinet shall advise
216 and assist the President in their duties as well as facilitate cooperation and coordination among the
217 Student Service Agencies and executive officials.

218 Section 5. The Vice President

- 219 A. There shall be a Vice President who will assist the President in their duties. The Vice
220 President shall have earned a minimum of thirty credit hours at the University of New
221 Mexico, main campus and earned a cumulative grade point average of at least a 3.0 at the
222 time of their candidacy.
223 B. The term of office is for one year, beginning at noon of the last day of the spring semester
224 and ending at noon of the last day of the following spring semester. The Vice President
225 may serve a maximum of two terms within the office to which they were elected.
226 C. In the event that the office of the Vice President is vacant, the President Pro Tempore of the
227 Senate shall assume the title and duties of the office.
228 D. The Vice President shall prepare and submit to the Senate a budgetary proposal for the next
229 fiscal year for the Legislative Branch of the Government.

230
231 Section 6. Joint Student-Faculty Committees

232 Joint student-faculty committees are committees which include representatives appointed by
233 ASUNM. These standing committees may not be changed in function or composition without the
234 concurrence of the ASUNM Senate (or Student Body) and the Faculty Senate, though either group
235 may unilaterally withdraw from any of these committees. The Board of Regents may modify the
236 function or composition of these committees, but shall first receive advice from the ASUNM and
237 Faculty Senate.

238 Section 7. ASUNM Student Service Agencies

- 239 A. The President shall appoint all chairs or directors of all Student Service Agencies. All other
240 student appointments to Student Service Agencies shall be made by the chair with the
241 consent of the President, with the exception of Senate representatives.
242 B. The term of office for agency membership shall coincide with that of the President.
243 C. Vice Presidential Appointments may be removed by the Vice President but subject to the
244 approval of the Senate. Removal of appointments to regulation boards in the areas of

publications and radio broadcasting must receive the concurrence of the majority of the seated Senate.

ARTICLE IV. Judicial Branch

Section 1. Judicial Function

The Judicial power of the ASUNM Government, with the exception of impeachment, shall be vested in the Student Court.

Section 2. Student Court

- A. The Student Court shall have original jurisdiction in all cases arising under this Constitution, the laws and by-laws of the ASUNM Government, ASUNM Government money allocations and the regulations and actions of the various bodies and committees of the ASUNM Government with the exception of those judicial powers of the Student Conduct Committee and the Senate. The Student Court shall also have appellate jurisdiction over the decisions of the Attorney General and the Elections Commission.
- B. The Court shall be composed of a Chief Justice and four Associate Justices. The justices must have attended the University, main campus, at least one semester immediately prior to their appointment, and be a student in good standing. The justices shall be appointed by the President and confirmed by the Senate. The term of office of the Chief Justice shall mirror that of the ASUNM President. Their term will begin when the oath of office has been administered in the Summer and end at exactly 1 p.m. on the last day of the Spring semester the following year. The term of office of the Associate Justices will begin at the exactly 1 p.m. on the last day of the Fall semester and end at exactly 1 p.m. on the last day of the Fall semester the following year. All Justices must apply and be reappointed to another term if they are to remain on the court.
- C. The Chief Justice shall preside over the Court and shall be responsible for the publication of the decisions of the Court. A decision of the Court shall be made with the written concurrence of at least three of the justices. If there is a vacancy or absence of three of the justices, the remaining justice(s) may only act on administrative matters subject to later approval by at least three justices. Details of court procedure not prescribed by this Constitution or by legislation shall be the responsibility of the court itself.
- D. Any justice, upon written request for the issuance of a subpoena ordering a person to appear before the Court, may issue such subpoena. The subpoena may be contested before the Court. Any student failing to comply with a properly issued subpoena may be suspended from ASUNM Government offices and committees.
- E. Any student failing to comply with a properly issued Court Order may be suspended from ASUNM Government offices and committees.
- F. Any act which is calculated to hinder or obstruct the Court in administration of justice may be considered in contempt of court if committed by a person who does so willingly in an attempt to impede the administration of justice. A party may be found guilty of Contempt of Court only if a) the act is done in the presence of the court and its presiding judge; or b) the party fails to comply with an order of the Court. Any student or group found guilty of contempt of court may be suspended from ASUNM Government offices and committees.
- G. Student Court decisions may be appealed to the Student Conduct Committee if the Committee will be able to hear and decide the appeal before the end of the semester, as determined by the Dean of Students. If the Student Conduct Committee is unable to accept

the appeal, the Dean of Students will hear and decide it. Decisions of the Dean of Students may be appealed to the Vice President for Student Affairs. The President and the Board of Regents reserve the discretionary authority to review all decisions.

- H. The Chief Justice shall prepare and submit to the Senate a budgetary proposal for the next fiscal year for the Judicial Branch of the government.

ARTICLE V. Disciplinary Action

- A. A call for disciplinary action may be brought against any elected or appointed official in ASUNM Government by any student. The grounds for disciplinary action are violation of ASUNM law(s), willful neglect of office, gross misconduct, or malfeasance; except that an ASUNM Government official may be removed from office only for willful neglect of office, gross misconduct or malfeasance.

- B. Disciplinary actions include:

1. Suspension - removal of duties, rights, and voting privileges associated with the position for a period of no longer than four weeks.
2. Mandatory mediation - mediation that must be held among the accusing student, the accused official, the ASUNM Vice President, and another neutral party that both the student and the accused official agree upon. If the ASUNM Vice President is the accused official, the President Pro-Tempore shall replace the Vice President in the mediation process.

- C. Procedures

1. A call for disciplinary action may be brought by any student before the ASUNM Student Court in the form of a written charge.
2. If the call for disciplinary action is deemed valid the charges shall be considered at a separate hearing before the ASUNM Student Court.
3. The hearing shall be held at least one week and one day after the date of actual notification of the official who is the subject of the charge.
4. Disciplinary actions against an elected or appointed official may be ordered only by a majority vote of the ASUNM Justices.
5. Disciplinary decisions by the ASUNM Student Court pursuant to this Article may be challenged by either party on the grounds that the procedures were not followed in good faith, or on procedural or legal grounds. Appeals of decisions of the Student Court may be made to the Student Conduct Committee, pursuant to the Student Conduct Committee Procedure.
6. In the event of an appeal, the Conduct Committee will review the Court's decision and consider whether proper procedures were followed, whether the decision is supported by the facts found in the evidence, and whether or not the decision violates University policy. If the decision is in agreement with the above stated criteria, the Conduct Committee will uphold the Court's decision. If the Conduct Committee decides otherwise then it may reverse the Court's decision or send the case back to the Student Court for further action.

ARTICLE VI. Impeachment of Elected and Appointed Officers

- 335 A. All elected officials, the Attorney General, and the Justices of the Student Court are subject
336 to impeachment. The judicial power to impeach shall be reserved to the Senate.
337 1. Violations of laws, trust, willful neglect of office, gross misconduct or malfeasance,
338 shall constitute grounds for impeachment.
339 2. Accusations and charges are to be made in resolution form for presentation to the
340 Senate. This resolution shall be submitted to the Vice President, unless they are the
341 one being impeached, then the resolution shall be submitted to the President Pro
342 Tempore of the Senate.
343 3. The defendant must then be notified within twenty-four (24) hours of the charges or
344 accusations made against them. It shall be the duty of the Vice President, unless
345 they are the one being impeached, to serve this notice. If the Vice President is
346 unavailable, the duty shall then be that of the President Pro Tempore of the Senate.
347 4. A motion of impeachment may be voted on by the Senate no earlier than one week
348 after receipt of the resolution and no later than two regular Senate meetings after
349 receipt of the resolution.
350 B. An affirmative vote by three-quarters (3/4) of the seated Senate shall be sufficient to
351 impeach an official and remove them from office.
352 C. The Student Court may upon a motion on behalf of the defendant, review impeachment
353 cases only to determine whether proper procedure has been followed. This motion must be
354 filed within twenty-four (24) hours following the final decision of the Senate.
355

356 **ARTICLE VII. FISCAL RESPONSIBILITY**

357 Section 1. Student Funds

358 The funds of ASUNM Government shall be derived from designated ASUNM fees, income from
359 enterprises of ASUNM Government, and other legally approved sources.

360 Section 2. Authorization of ASUNM Fees

361 An ASUNM fee shall be levied on each undergraduate student at the University subject to
362 authorization by the UNM Board of Regents. The ASUNM fee shall be thirty five (35) dollars for
363 each undergraduate student. This fee shall increase by five (5) dollars every three (3) years from
364 the adoption of this Constitution until the fee reaches a total of fifty (50) dollars.

365 Section 3. Distribution of the ASUNM Fee

- 366 A. "Anticipated revenue" shall be defined as the amount of funds anticipated from the
367 ASUNM Fee as reported by the SGAO (Student Government Accounting Office).
368 B. A budget shall be prepared and submitted by the Finance Committee to the Senate for
369 approval no later than the eleventh week of the Spring Semester.
370 1. The budget shall include budgets for General Government and the Student Service
371 Agencies.
372 2. The budget shall allocate eight point five (8.5) percent of the anticipated revenue to
373 the Student Publications Board or its successor.
374 a. The allocation has been established by the Senate in support of the
375 operations of the Student Publications Board.

b. It shall be disbursed upon receipt of a memorandum from the board stating the intended use of the ASUNM Fee.

c. The memorandum shall be recorded as an addendum to the budget approved by the Senate.

C. This proposed budget shall not exceed ninety-three (93) percent of the anticipated revenue for the following fiscal year.

D. Any funds not allocated by this budget may be allocated by the Senate according to the ASUNM Constitution and the ASUNM Lawbook.

Section 4. Authority of Financial Control

A. The SGAO shall be the sole fiscal agent for all ASUNM Government financial transactions.

B. All expenditures must have prior clearance from the SGAO.

C. The ASUNM Government, Student Service Agencies, and any organizations funded through ASUNM Government may not spend in excess of their approved allocation.

D. Deficit spending may result in substantial penalties as governed by ASUNM Government law.

Section 5. Education in Financial Matters

Agents shall be responsible for familiarizing themselves with ASUNM

Government and SGAO policies and financial procedures before any expenditures are made.

Section 6. Accounting Requirements

All ASUNM Government accounting systems shall be in accordance with appropriate federal, state, and University requirements.

Section 7. Ownership

All items purchased with ASUNM Government funds become the property of ASUNM Government and thus the Regents of the University of New Mexico.

ARTICLE VIII. ELECTION PROCEDURES

Section 1. Candidate Eligibility

In order to be an eligible candidate for the office of President or Vice President they shall have earned a minimum of thirty credit hours at the University of New Mexico Main Campus and earned a cumulative grade point average of at least a 3.0 at the time of their candidacy. In order to be an eligible candidate for the office of Senator, one must be a student in good standing (as defined in the ASUNM Constitution Article I. Sections G & K) and register as a candidate for only one (1) of these offices.

Section 2. Election of the Senate

Ten members of the Senate shall be elected at large from among those candidates declared eligible by the Election Commission in both the Spring Senatorial General Election and Fall General Election.

Section 3. Election of the President and Vice President

413 The President and Vice President shall be elected at large in a separate Spring General Election
414 held three (3) weeks prior to the Senatorial Election from among those candidates declared eligible
415 by the Elections Commission.

416 A. This election shall be referred to as the Presidential/Vice Presidential Spring General
417 Election.

418
419 Section 4. Senate Vacancies

420 In the event of vacancies in the Senate, the official candidates receiving the next highest number of
421 votes from the most recent general election shall fill those vacancies. Senatorial duties shall be
422 assumed upon confirmation by the Elections Commission and upon being sworn in. In the event
423 that the position is refused or in the event that the Vice President, after reasonable attempts, is
424 unable to contact the official candidate, the official candidate with the next highest number of votes
425 from the most recent general election will be appointed. This shall continue until all vacancies are
426 filled or until there are no remaining official candidates to fill the vacancies. In the event that there
427 are no remaining official candidates to fill the vacancies, the Vice President shall accept
428 applications and appoint replacements for vacancies within ten (10) days. Upon interview by the
429 Senate, confirmation of the appointment will occur with the approval of two-thirds of the Senate.
430 No Vice Presidential appointed Senator shall be allowed to assume responsibilities, duties, or
431 voting privileges of a Senator until confirmed by the Senate and upon being sworn in. An
432 appointed Senator's term shall not exceed the semester in which they are appointed.

433 Section 5. Election Commission

434 A. The Elections Commission shall be empowered to preside over all election procedures,
435 enforce election regulations, tabulate results, and appoint any additional aides deemed
436 necessary by the Commission to perform its duty.

437 Section 6. Election Process

438 All elections shall be executed in accordance with the procedures outlined in the ASUNM
439 Government Lawbook.

440 Section 7. Voting

441 Each undergraduate student of the University of New Mexico is allowed to cast their ballot once
442 per election with valid UNM NetID and password.

443 **ARTICLE IX. REFERENDA**

444 Section 1.

445 Legislation may become law via referendum. Referendum items shall be put to a vote of the
446 student body during general elections. Referenda that are passed by a majority of those students
447 voting shall become ASUNM Government law.

448 Section 2.

449 Said laws shall be binding on ASUNM Government for one academic year providing it is within
450 ASUNM Governmental power to enact the provisions of the referenda, and may not be overturned

451 by any actions of the Senate or the President. Said laws may only be repealed or amended via
452 referenda.

453 Section 3.

454 The student body may overturn actions of Senate or Presidential vetoes by a majority vote through
455 the referendum process.

456 Section 4.

457 Referenda may be placed on the ASUNM ballot by a majority vote of the seated Senate or by
458 petitions presented to the court and signed by one half of the number of students voting in the
459 previous general election.

460 **ARTICLE X. AMENDMENTS**

- 461 A. Amendments to this constitution may be proposed by a two-thirds vote of the seated Senate
462 or by petition of one-half (1/2) of the number of students voting in the previous general
463 election. The proposed amendment shall be placed on the ballot of the next election.
- 464 B. An affirmative vote by a majority of those students voting on the amendment shall be
465 sufficient to approve an amendment. After its adoption by the students, each amendment
466 must be approved by the Board of Regents of the University before it will become
467 effective.
- 468 C. This Constitution, including all amendments, shall be subject to modification by and under
469 the control of the Board of Regents of the University.
- 470 D. Articles and amendments of the Constitution proposed by the students and approved by the
471 UNM Board of Regents shall be placed in the appropriate context within this document,
472 including specific numerical references (Article, Section, and paragraph number).

AY2021-2022 Research and Creative Works Leadership Awardees

Levi Romero Associate Professor of Chicana and Chicano Studies.



Levi Romero is an architect, poet, literary scholar, and film maker whose achievements include award-winning poetry collections, literary anthologies, documentation of Northern New Mexico cultural landscapes, literary criticism, photography, and documentary film. His work is deeply rooted in the cultures of northern New Mexico, with particular attention to the importance of place. His documentary work addresses sustainable building methodologies including acequias and mills of the upper Río Grande watershed. His poetry has been published widely, in three award-winning books, in edited anthologies, and separately in journals and magazines. Romero was named the Centennial Poet Laureate in 2012 and Poet Laureate of New Mexico in 2020.

Romero has delivered numerous scholarly talks and poetry readings nationwide and abroad. His poetry is noted for weaving together English and Spanish, its bittersweet humor, and the directness with which it confronts injustices suffered by generations in Northern New Mexico. He is recognized as among the most important, eloquent, and productive Chicano poets writing today. In addition to his own creative writing, literary criticism, oral history, and film work, he is noted as an editor who has helped to promote and increase the visibility of the work of other scholars and artists. And he is esteemed as an extraordinary teacher noted for his generosity, openness, and ability to inspire his students.

Richard Antoine White is Professor of Tuba and Euphonium in the Department of Music.



Professor White performs widely as a solo, chamber, and orchestral tubist, and is noted for his technical excellence, artistry, agility, and expression. He is a member of the Santa Fe Symphony and the New Mexico Philharmonic Orchestra, has played with numerous national and international orchestras, and has participated in prestigious specialized national tuba and euphonium workshops. He is particularly noted for his promotion of tuba as a solo instrument. Examples of his North American engagements include the Indianapolis Symphony, the Colorado Symphony, Sphinx, Masterworks, Music in the Mountains, and the Gateway Music Festival.

International engagements include solo and orchestral performances as well as tours with appearances throughout Europe, as well as in Canada, Brazil, Mexico, and Singapore. He has supplemented many of his national and international performances with guest lectures and master classes. Professor White's autobiographical documentary film *R.A.W. Tuba* (rawtubafilm.com), for which he performed the soundtrack, has won national acclaim and led to national speaking engagements and a forthcoming book. It has also challenged many in the professional music community to think more deeply about race and poverty. His artistic achievements are matched by his renown as a teacher whose students value his deft teaching strategies, consistently strong encouragement, listening skills, and dedication to their success, and by his tireless efforts to inspire young people who face challenges of every kind to dream, aspire, and believe in themselves.



Memo

To: Teresa Constantinidis, UNM Senior Vice President for Finance and Administration

From: Kelly S. Ward, Director of Business Development, Lobo Development Corporation
Tom Neale, Director, UNM Real Estate Department

Date: February 25, 2022

Re: Approval of the sale of real property to Tucker Acquisitions, LLC

Pursuant to Section 7.9 (Property Management) of the Regents' Policy Manual, Lobo Development Corporation and the UNM Real Estate Department is seeking the Board of Regents' approval of the sale of real property located at the northeast corner of Gibson Boulevard SE and Alumni Drive SE at UNM's South Campus. The site is owned by the Regents of the University of New Mexico and the contract buyer is Tucker Acquisitions, LLC.

The Lobo Development Corporation (LDC) Board reviewed and approved the terms of the sale at its September 9, 2021 meeting. The agreement calls for final approval by the Board of Regents and notification to the Higher Education Department.

The sale is Tract 3 of the Gibson Commercial District Subdivision and is located at the northeast corner of Gibson Boulevard SE and Alumni Drive SE. The tract is approximately 1.3 acres. The sales price is \$1,694,658.00, or \$30.00 per square foot. Attached is a map identifying the location of the property.

The tract will be developed as a Raising Cane's Chicken Fingers fast food restaurant with an option to develop a coffee shop adjacent to Raising Cane's and within the tract.

LDC and UNM Real Estate have negotiated certain provisions which protect the site and the adjacent property from development and use for potential undesirable purposes. Specifically, the agreement calls for the owner to develop a Raising Cane's Chicken Fingers restaurant and, if feasible, an adjoining coffee shop. No other uses are allowed on this parcel. If the developer fails to develop the property in less than five years, the University has the right to repurchase the parcel at a purchase price equal to this sale price.

UNM will have development plan review and approval responsibilities prior to construction commencement.

Additionally, UNM will have the option to purchase the parcel, any improvements and interest in leases at any time after the tenth year following closing of the property.

Lastly, UNM will have the right of first refusal should the buyer seek to sell the parcel at any time in the future.

The tract is located within the recently approved South Campus Tax Increment Development District. Gross receipts tax generated from construction and operation will accrue to the district to support infrastructure improvements.

Recommendation: Approval



Fundraising Performance Report

FY 21/22, December 31, 2021

Gift Commitments (Fiscal Year)	This Quarter	FYTD 21/22	GOAL	FY 20/21
Main Campus				
- Cash/Cash Equivalents	\$ 5,957,208	\$ 8,607,721	N/A	\$ 11,460,402
- In-Kind	\$ 359,022	\$ 380,522	N/A	973,521
- Pledges	\$ 752,000	\$ 884,573	N/A	3,006,950
- Testamentary	\$ 3,980,000	\$ 6,902,500	N/A	12,286,643
Sub-Total	\$ 11,048,230	\$ 16,775,316	\$ 27,900,000	\$ 27,727,516
HSC				
- Cash/Cash Equivalents	\$ 7,443,635	\$ 13,582,084	N/A	\$ 23,642,942
- In-Kind	\$ 450	\$ 39,685	N/A	509,929
- Pledges	\$ 90,103	\$ 1,465,103	N/A	211,263
- Testamentary	\$ 80,000	\$ 992,964	N/A	5,687,014
Sub-Total	\$ 7,614,188	\$ 16,079,836	\$ 29,200,000	\$ 30,051,148
Athletics				
- Cash/Cash Equivalents	\$ 1,101,492	\$ 2,162,712	N/A	\$ 3,444,149
- In-Kind	\$ 2,300	\$ 92,779	N/A	428,733
- Pledges	\$ -	\$ -	N/A	-
- Testamentary	\$ -	\$ -	N/A	25,000
Sub-Total	\$ 1,103,792	\$ 2,255,491	\$ 6,140,000	\$ 3,897,882
Other Campus Units *				
- Cash/Cash Equivalents	\$ 6,892,851	\$ 11,153,055	N/A	\$ 16,000,458
- In-Kind	\$ 14,416	\$ 21,898	N/A	442,977
- Pledges	\$ 160,000	\$ 160,000	N/A	445,000
- Testamentary	\$ 3,015,000	\$ 4,150,000	N/A	6,810,540
Sub-Total	\$ 10,082,267	\$ 15,484,953	\$ 24,760,000	\$ 23,698,975
Total	\$ 29,848,477	\$ 50,595,596	\$ 88,000,000	\$ 85,375,521

* Other campus units include KNME, KUNM, UNM Branch Campuses, President's Office, Provost's Office, Enrollment Services, Student Affairs and numerous other units not classified as main campus, HSC or athletics.

Gift Destinations	This Quarter	FYTD 21/22	FY 20/21	FY 19/20
UNM Foundation	\$ 21,407,298	\$ 32,982,705	\$ 57,597,074	\$ 63,793,148
Reported Gifts *	\$ 8,441,179	\$ 17,612,892	\$ 27,778,447	\$ 30,811,240
Total	\$ 29,848,477	\$ 50,595,597	\$ 85,375,521	\$ 94,604,388

* Reported Gifts = gifts made directly to KNME, KUNM, Lobo Club, and OVPR, but reported by UNM Foundation per MOA.

Fundraising Performance Report

FY 21/22, December 31, 2021

Gift Commitments (Fiscal Year)	FYTD 21/22	FY 20/21	FY 19/20
Gifts for UNM's Current Use			
Cash/Cash Equivalents	\$ 27,103,174	\$ 38,908,534	\$ 48,953,571
In Kind	\$ 534,884	\$ 2,355,160	\$ 3,381,622
Total Gifts for UNM's Current Use	\$ 27,638,058	\$ 41,263,694	\$ 52,335,193
Gifts for UNM's Future			
Cash/Cash Equivalents to the Endowment	\$ 8,402,398	\$ 15,639,417	\$ 9,817,176
Pledges	\$ 2,509,676	\$ 3,663,213	\$ 1,565,438
Testamentary Gifts	\$ 12,045,464	\$ 24,809,197	\$ 30,886,581
Total Gifts for UNM's Future	\$ 22,957,538	\$ 44,111,827	\$ 42,269,195
Total Gift Commitments	\$ 50,595,596	\$ 85,375,521	\$ 94,604,388

Fundraising Performance Report

FY 21/22, December 31, 2021

Pledges and Testamentary Gifts due	FYTD 21/22	FY 20/21	FY 19/20
Beginning Balance Pledges Receivable	\$ 6,718,906	\$ 8,730,412	19,822,964
Add: New Pledges	\$ 2,509,676	\$ 3,663,213	1,565,438
Less: Pledge Payments	\$ (3,996,867)	\$ (4,951,719)	\$ (3,489,332)
Less: Pledges Cancelled/Modified/Written Off	\$ (9,000)	\$ (723,000)	(9,168,658)
Ending Balance Pledges Receivable	\$ 5,222,715	\$ 6,718,906	\$ 8,730,412
Testamentary Pledges Due	\$ 240,942,067	\$ 231,917,313	218,292,411
Total Pledges and Testamentary Gifts Due	\$ 246,164,782	\$ 238,636,219	\$ 227,022,823

Performance Measures	This Quarter	FYTD 21/22	FY 20/21	FY 19/20
Gift Commitment Income	\$ 29,848,477	\$ 50,595,596	\$ 85,375,521	\$ 94,604,388
# of Gifts	7,644	13,266	26,344	27,285
# of Donors	4,232	5,766	8,826	8,914

Consolidated Investment Fund - Investment Performance

FY 21/22, December 31, 2021

Investment Performance Results	Market Value	1-Year	3-Year	5-year	10-Year
FY 21/22, December 31, 2021	\$ 630,865,350	20.1%	15.1%	10.9%	9.1%
Custom Benchmark *		18.4%	15.5%	11.4%	9.2%
FY 20/21, June 30, 2021	\$ 580,297,462	31.3%	11.0%	10.6%	8.0%
Custom Benchmark *		29.9%	11.1%	10.8%	7.9%
NACUBO/Commonfund **		N/A	N/A	N/A	N/A

* Custom Benchmark is a blended benchmark consisting of indices for all asset classes.

** NACUBO/Commonfund Endowment Study (\$101 million to \$500 million)

Consolidated Investment Fund - Asset Allocation

FY 21/22, December 31, 2021

Investment Class	Current Allocation	Target Allocation	Investment Policy Ranges
Domestic Equity	33.2%	37.0%	10% - 50%
International Equity	22.3%	25.0%	10% - 40%
Fixed Income/Cash	12.8%	10.5%	10% - 50%
Real Assets	3.4%	3.5%	0% - 15%
Hedge Funds	7.9%	8.0%	5% - 20%
Private Investments	20.4%	16.0%	0% - 20%

Consolidated Investment Fund - Spending Distribution

FY 21/22, December 31, 2021

CIF Spending Distribution	FY 21/22 Approved Distribution	FY 20/21 Approved Distribution
Endowment Spending Distribution	\$ 21,311,739	\$ 18,253,344
Endowment Spending Distribution Rate	4.5%	4.5%

Regents' Endowment

In June 1983, the University of New Mexico Board of Regents established the Regents Endowment with \$622,315. An additional \$20,971,886 was added to the endowment from the sale of University land in fiscal years:

1985/86: \$1,332,640	1990/91: \$3,500,000
1987/88: \$1,400,000	2006/07: \$8,045,923 (Mesa Del Sol)
1988/89: \$1,723,724	2020/21: \$3,041,445
1989/90: \$1,928,154	

The Regents Endowment is a “quasi endowment” which is co-invested along with other University and UNM Foundation endowments in the Consolidated Investment Fund. The endowment corpus and any annual spending distributions from the endowment to the University may be used at its discretion.

The Board of Regents initially designated the monies for recruitment and retention of outstanding faculty, student merit-based scholarship programs and to develop University owned real estate. In 2005, the Board of Regents approved Regents' Policy 7.19 that expanded the use of monies. The University has historically designated the monies to scholarships, professorships, lectureships, fellowships, study abroad programs, minority faculty hiring, the President's Advancement Fund, and tuition assistance programs.

Market Value (at 12/31/2021): **\$33,526,054**

CIF Investment Performance: FYTD:	6.7%
1-Year	20.1%
3-Year	15.1%
5-Year	10.9%
10-Year	9.1%

Spending Distributions:	2017/18	\$964,646
(5-year History)	2018/19	\$939,572
	2019/20	\$917,053
	2020/21	\$947,085
	2021/22	\$1,132,569

Withdrawals from Corpus:	2005/06	\$2,000,000 ASM Student Investment Fund
(Approved by Regents)	2005/06	\$1,888,233 Purchase Properties
	2008/09	\$880,525 Regents Scholarship
	2012/13	\$1,100,000 Baseball Field
	2014/15	\$761,918 Innovate ABQ
	2016/17	\$1,000,000 UNM Branding Campaign
	2017/18	\$814,207 UNM Athletics Funding
	2018/19	\$798,039 UNM Athletics Funding
	2019/20	\$350,000 Enrollment Management Initiatives
	2019/20	\$487,500 Grand Challenges
	2020/21	\$162,500 Grand Challenges

Winrock Land Sale Endowment

In November 2001, the University of New Mexico Board of Regents established the Winrock Land Sale Endowment with \$25 million in proceeds from the sale of the Winrock Shopping Center property.

The Winrock Land Sale Endowment is a “quasi endowment” which is co-invested along with other University and UNM Foundation endowments in the Consolidated Investment Fund. The endowment corpus and any annual spending distributions from the endowment to the University may be used at the Regents’ discretion.

The University has historically designated the monies to national merit scholarships, need-based financial aid, faculty retention, graduate fellowships and travel grants, capital improvements. To date, over \$19 million has been distributed from the endowment for these programs.

Market Value (at 12/31/2021): **\$35,695,641**

CIF Investment Performance: FYTD:	6.7%
1-Year	20.1%
3-Year	15.1%
5-Year	10.9%
10-Year	9.1%

Spending Distributions:	2017/18	\$1,024,422
(5-year History)	2018/19	\$1,027,828
	2019/20	\$1,034,960
	2020/21	\$1,108,186
	2021/22	\$1,205,861

Hugh B. and Helen K. Woodward Endowment

In 1982, the University of New Mexico Board of Regents established the Hugh B. and Helen K. Woodward Endowment to receive and invest distributions from the Woodward Trust.

The University receives 45% of the annual net income from the Woodward Trust administered by the Sandia Foundation, a Hugh and Helen Woodward Charity, in accordance with the will of Hugh B. Woodward. UNM's share of these annual distributions (approximately \$1.4 million annually) from the Sandia Foundation are deposited in the Hugh B. and Helen K. Woodward Endowment.

The Hugh B. and Helen K. Woodward Endowment is co-invested along with other University and UNM Foundation endowments in the Consolidated Investment Fund

The Last Will and Testament of Mr. Woodward stated:

It is my hope and wish, but I do not require, that a substantial portion of the annual net income shall be used by the Regents of the University of New Mexico: (1) to financially assist deserving students to begin and complete their college education, (2) to establish and maintain scholastic awards, grants scholarships and prizes to be conferred upon individual students, including students in the School of Law and the School of Medicine, when established, in recognition of achievement and usefulness to said university and to its student body, and (3) to supplement regular salaries of the Dean of the School of Law and any deserving full professor of said school and the Dean of the School of Medicine and any deserving full professor of said school devoting full time to his professional employment. No more than Six Thousand Dollars (\$6,000.00) of the moneys passing to the Regents of the University of New Mexico annually shall be utilized to supplement the salaries as provided in subpart (3) of this paragraph.

Market Value (at 12/31/2021): **\$72,207,082**

CIF Investment Performance: FYTD:	6.7%
1-Year	20.1%
3-Year	15.1%
5-Year	10.9%
10-Year	9.1%

Spending Distributions:	2017/18	\$2,146,914
(5-year History)	2018/19	\$2,236,177
	2019/20	\$2,330,920
	2020/21	\$2,562,137
	2021/22	\$2,862,091

The FY2021/22 endowment distribution was used for Regents' merit scholarships, presidential scholarships, UNM scholars and national merit scholarships.



CAPITAL PROJECT RE-APPROVAL

PROJECT NAME: BEHAVIORAL HEALTH CRISIS SYSTEM OF CARE

PREVIOUS PROJECT NAME: CRISIS TRIAGE CENTER

DATE: March 2022

RECOMMENDED ACTION:

As required by Section 7.12 of Board of Regents Policy Manual, the New Mexico Higher Education Department and the New Mexico State Board of Finance, capital project approval is requested for the **Behavioral Health Crisis System of Care**. For the project described below, UNM Hospital requests the following actions, with action requested only upon requisite sequential approval and recommendation by any and all committees and bodies:

- Board of Trustee Finance Committee approval of and recommendation of approval to the UNMH Board of Trustees.
- UNMH Board of Trustees approval of and recommendation of approval to the UNM Board of Regents HSC Committee.
- UNM Board of Regents HSC Committee approval and recommendation of approval to the UNM Board of Regents.
- UNM Board of Regents approval

PROJECT DESCRIPTION:

UNM Hospital is requesting approval for construction of the UNM Crisis System of Care. This project will combine the Crisis Triage Center and the Psychiatric Emergency Services (PES). Design, professional services and indirect costs for these projects were previously approved for a total of \$4,650,000 as follows:

Feb 2021 – Crisis Triage - \$1,300,000

October 2021 – Crisis Triage - \$1,600,000 increase

October 2021 – PES - \$1,750,000

The Crisis System of Care project is funded evenly between UNM Hospital and Bernalillo County. Consolidation of the two projects reflects a mutual agreement to create a comprehensive facility for behavioral health crisis services and combine funding between UNMH and Bernalillo County into one single project plan. The combined project will be referred to as Behavioral Health Crisis System of Care.

Construction and Total Project Cost (New Request):

UNMH is requesting an increase in the Behavioral Health Crisis System of Care from \$4,650,000 to a total of \$40,000,000. The increase is requested to fund the construction of the facility. Bernalillo County and UNMH are collaborating and jointly funding the project. Bernalillo County will be contributing \$20,000,000 and UNMH will contribute the remaining \$20,000,000 comprising the total project budget of \$40,000,000.



Bernalillo County and UNM Hospital plan to design and construct a new building on the University Psychiatric Center (UPC) campus for use as a Behavioral Health Crisis System of Care. This includes demolition of the building currently at this site. Program for Children and Adolescents (PFCA) and Physician Access Line Service (PALS) are currently located in this building and will be relocated during the early summer of 2022. The Behavioral Health Crisis System of Care is intended to provide a comprehensive approach to crisis services in Bernalillo County with three distinct programs that provide a physical connection to existing resources co-located on the University Psychiatric Center campus.

- Crisis Triage Center (CTC): Programmatic component includes, but is not limited to: Two patient wings with eight patient beds each, support services areas, offices, therapeutic spaces, outdoor courtyard, law enforcement areas, and modifications required to meet the most current code requirements.
- Peer-Based “Living Room” (PLR) Model: Programmatic component includes but is not limited to: Respite area, living room space, nourishment area, and client work room to meet the most current code requirements.
- Psychiatric Emergency Services (PES): Programmatic component includes, but is not limited to, the following: ten patient rooms with flexibility to serve both pediatric and adult patients, seclusion suite with two patient rooms, observation area for up to ten patients, utilization of the same law enforcement areas with entrances, and required support service areas to meet the most current code requirements. The request further includes a second floor cold-shell space to facilitate a future programmatic build out to meet expansion of behavioral health services on the University Psychiatric Campus.

RATIONALE:

The Crisis Triage Center (CTC) component addresses significant gaps, which exist in the crisis continuum of care in Bernalillo County. Although crisis services exist, access to existing crisis services is limited. Currently, there is lack of community resources for patients that do not meet criteria for Acute Psychiatric admission but do need much more support than general outpatient treatment. This results in return visits to PES or the Main ED. In addition to the need for continued stabilization, there is high demand for centralized triage, observation, and triage services in order to facilitate a full continuum of crisis services.

The Peer-Based “Living Room” (PLR) Model expands the crisis continuum with a program which has demonstrated efficacy in the use of certified peer support workers and peer volunteers. The services provided include: de-escalation during crises, short-term goal setting, safety plan development, teaching coping skills, connecting with community and hospital resources, medical and behavioral health system navigation, job search and employment preparation, supportive coaching, etc. within a drop-in setting.

Psychiatric Emergency Services (PES) is the only 24-hour a day, 7-days a week Psychiatric Emergency Room in New Mexico and serves clients who present acute psychiatric care levels and are identified as at risk to self and/or others. The PES primarily services the Albuquerque Metropolitan area and draws patients from Bernalillo, Sandoval and Valencia counties. PES has experienced a higher demand for its



services, especially as it relates to pediatric patients, than had been projected during the 2019 consideration of PES renovations. The current PES capacity constraints and associated overflow results in a burden on the existing UNMH Emergency Department. Patients treated in the Emergency Room with an acute psychiatric need require additional staffing for 1:1 supervision. The inclusion of PES within the Crisis System of Care would allow expansion of services to accommodate patient care demand. Currently, PES contains six patient rooms without providing separation of adult and pediatric patient rooms or restrooms. Proposed separation of patient populations with centralized staff increases safety and provides necessary support areas that are not currently included in the space. The co-location of this service provides a synergy between services with a consistent level of care that better serves our community. This streamlines the intake process minimizing significant gaps existing in the crisis continuum to provide a more robust level of care in Bernalillo County.

The second-floor cold shell facilitates possible future expansion at the UNM Psychiatric Center campus. The ability to pursue a cold shell concurrent with the requested design is advantageous as it utilizes structural efficiencies inherent in the design to support vertical construction, creates a continuous building envelope with decreased total roof area, which reduces energy demands, and requires minimal utility upsizing compared to a standalone facility. This approach allows for rapid programmatic growth while reducing construction costs. This consideration allows flexibility to meet future facility needs on a constrained site that aligns with UNMH's long term planning approach for the campus.

The total area for this project including all programmatic components is 48,710 (BGSF).

PURCHASING PROCESS:

Professional Services- UNMH Request for Proposals

Construction Services- UNMH Request for Proposals

FUNDING:

The total indirect costs with consolidation of projects (CIP 2995-Psychiatric Emergency Services (PES) into the CIP 3180-UNMH Behavioral Health Crisis - Care System) shall not to exceed \$4,650,000 from the Capital Renovation Fund and Bernalillo County based on amounts in the October 19, 2021 Consent Dockets.

The requested increase for this project includes associated construction costs not to exceed \$35,350,000 for a total project budget of \$40,000,000 funded evenly between the UNMH Capital Renovation Fund and Bernalillo County. Contracts related to this project will be entered into by UNM Hospital. UNMH will seek reimbursement from Bernalillo Count for half of expenditures made.

College of Nursing and Public Health Excellence Building

Regents Capital Projects Presentation

About the Colleges

College of Nursing

NO. 1 NURSING SCHOOL IN NEW MEXICO

- The College of Nursing's programs continue to climb in rank and are among the best in the country and the top in New Mexico according to U.S. News & World Report.
 - # 11 Midwifery Program in the Nation
 - # 20 MSN Online Graduate Program in the Nation
 - # 43 BSN Program in the Nation
 - # 77 DNP Program in the Nation

GROWING EVERY YEAR

- Enrollment has increased by more than 35% in the past 5 years. *(Based on the College's of Nursing's 2020-2021 Academic Year)*

MAJORITY OF GRADUATES STAY IN NEW MEXICO

- 93% of recent UNM APRN graduates stay in New Mexico to serve our state. *(Based on 2019-2021 graduates)*
- 92% of recent UNM BSN pre-licensure program graduates stay in New Mexico to serve our state. *(Based on 2019-2021 graduates)*

COLLEGE OF NURSING'S STUDENT BODY REFLECTS THE ETHNICITY OF THE STATE

- 60.5% Minorities | 39.5% Caucasian *(Based on Fall 2020 enrollment for all programs)*

About the Colleges

College of Population Health

EVOLUTION

- The University of New Mexico College of Population Health is the second of its kind in the United States, with a new charge to become a world-class vision for a 21st Century School of Public Health at UNM.

EDUCATION

- 98% overall graduation rate
- 96% average on-time graduation rate
- 25 Masters in Public Health graduated annually
- 111 Bachelor of Science in Population Health students enrolled fall 2021
- *NEW!* Health Equity Sciences PhD Program, a cooperative with NMSU

RESEARCH

- *Newly funded!* \$1.5 million, Academic Health Department - partnership between the COPH and the NMDOH in the areas of teaching, research, and service to bridge practice of public health with the academic mission of the COPH with a focus on health equity. We have also launched our Southwest Health Policy Center which is a government resource center that develops and implements programs to improve the health of New Mexico's Medicaid population.

Project Description

- Provide new instruction space, student support spaces with departmental offices, and research space to support graduate and undergraduate education for the College of Nursing and College of Population Health.
- The CON-PHE building is highly State supported. \$30 million of the project is funded by NM General Obligation Bonds passed by the legislature in spring 2020, signed by the Governor and approved by the voters in November 2020. An additional \$2.5 million has been passed in the most recent Legislative session. The remainder of the \$43.3 million budget comes from HSC EVP and College capital funds.
- The state of New Mexico is experiencing a healthcare workforce shortage. With the increased students put through these programs, the State will be one step closer to mitigating our healthcare workforce shortage.

Current Program Locations

College of Nursing

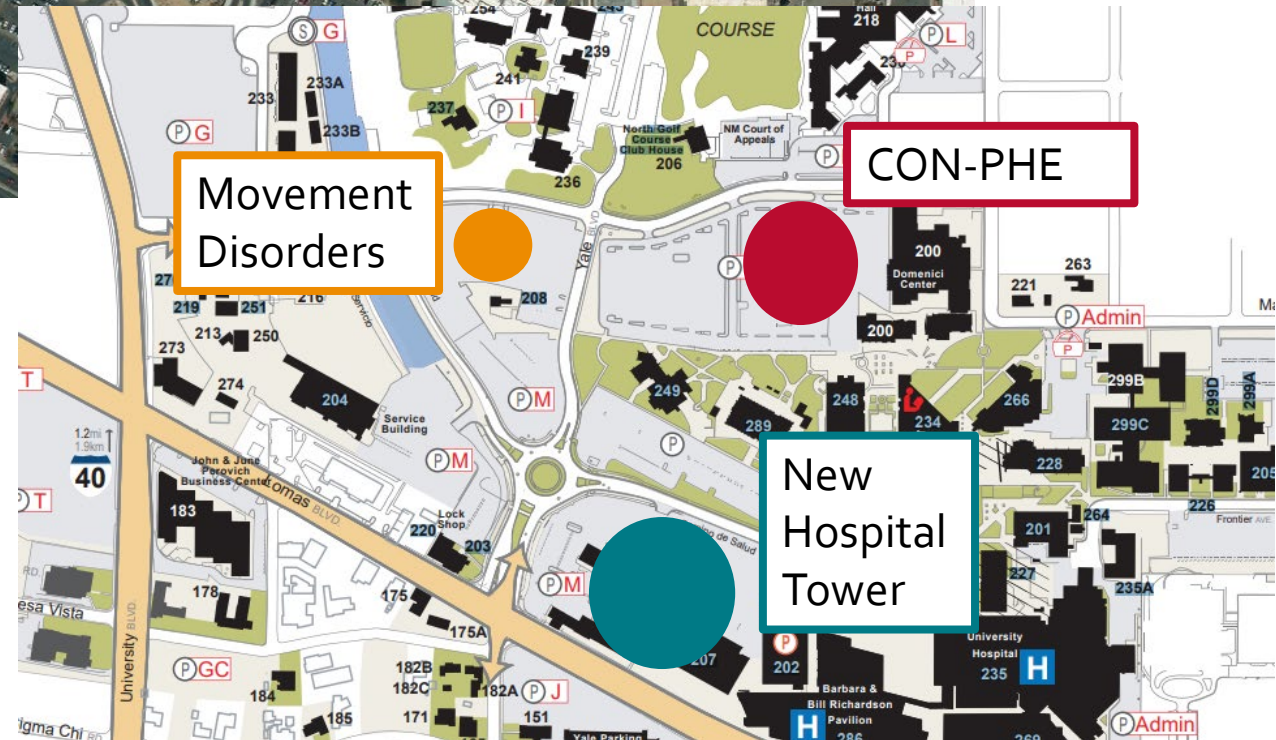
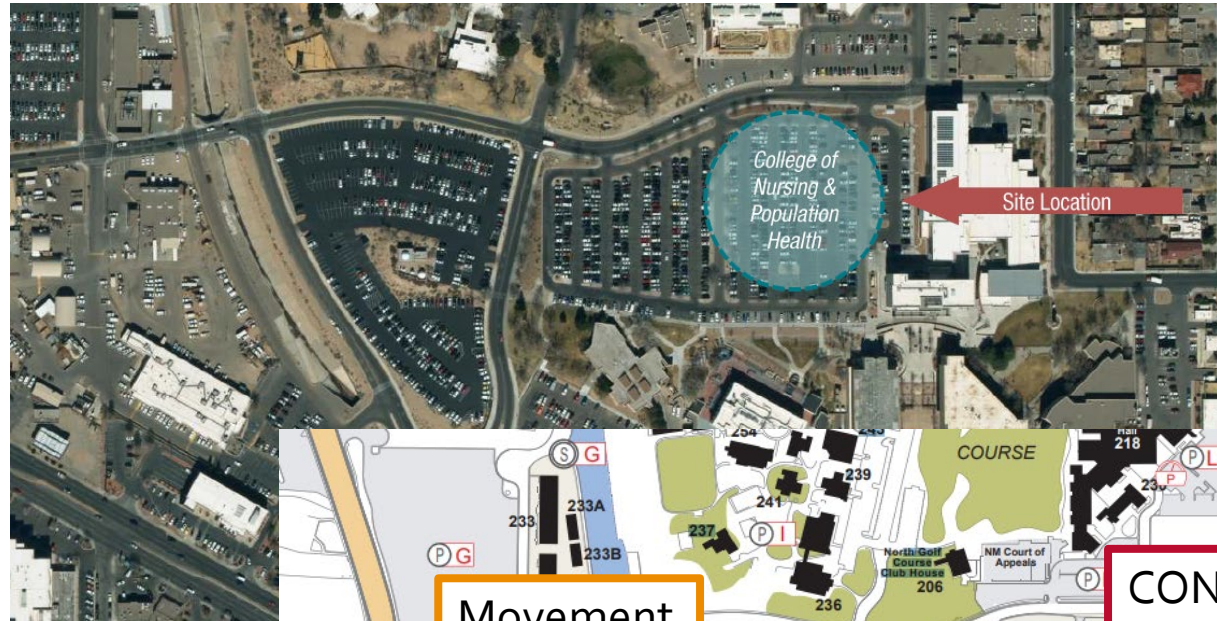
- Currently occupies space in **SEVEN** different buildings

College of Population Health

- Currently occupies space in **FOUR** different buildings



Building Location



Building Description

Project Snapshot

- 93,740 GSF
- 3 Stories, 2 classrooms, 1 CON Research Lab
- Current Budget: \$43,239,665
- Construction Schedule: September 2022 – January 2024
- Building will be LEED Silver certified

<i>Level 3</i>		College of Nursing		28,610 GSF
<i>Level 2</i>	Classroom	College of Nursing	CON Research Lab	32,784 GSF
<i>Level 1</i>	Classroom	College of Nursing	College of Population Health	32,346 GSF

College of Nursing and Public Health Excellence Building (CON-PHE)



Schedule and Funding

SCHEDULE

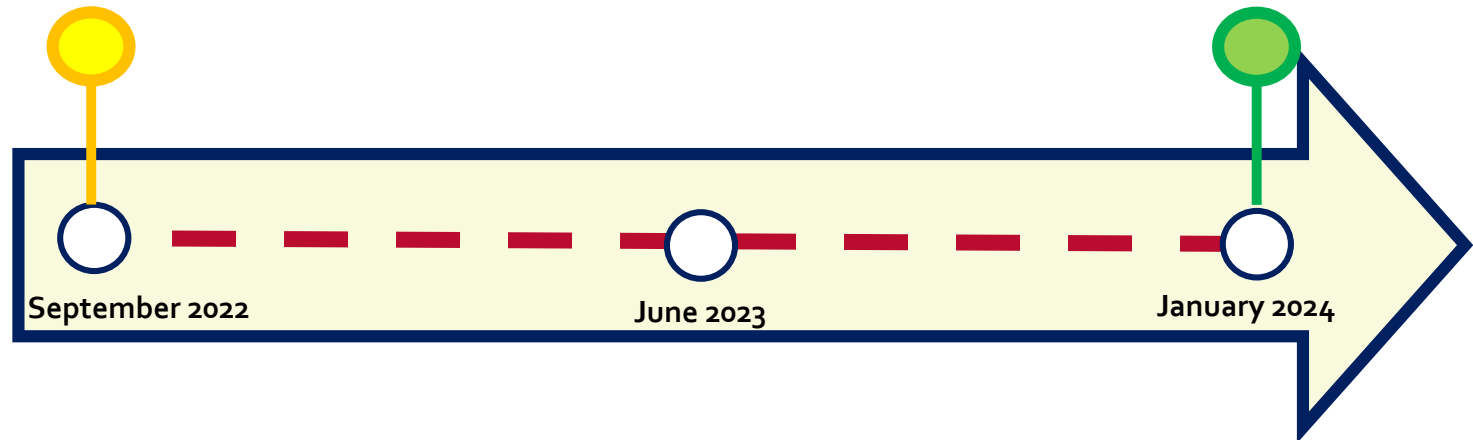
- Construction: 16 months
- Completion: January 2024

FUNDING

FY22 GO Bond	\$30,000,000
FY22 HB02	\$2,500,000
HSC Matching Funds	\$10,739,665
Total	\$43,239,665

Construction
16 Months

Completion
January 2024



REQUEST FOR CAPITAL PROJECT APPROVAL for

College of Nursing and Public Health Excellence Building

UNIVERSITY OF NEW MEXICO

March 8th, 2022

REQUESTED ACTION:

In accordance with Section 7.12 of the Board of Regent Policy Manual and as required by the New Mexico Higher Education Department and New Mexico State Board of Finance, project approval is requested for:

College of Nursing and Public Health Excellence Building (CON-PHE)

PROJECT DESCRIPTION:

The College of Nursing and Public Health Excellence Building, CON-PHE, will aid in the state's healthcare workforce deficit.

The 93,740 GSF building will be located at the UNM Health Sciences Albuquerque campus. This will be a three-story building that includes two classrooms and research wet lab. CON-PHE will be shared by the College of Nursing and College of Population Health. This building was designed to promote "science on display" and to be a cohesive addition to the North campus. The CON-PHE building will connect New Mexico's history to a state-of-the-art science facility. The new facility has been designed to meet LEED Silver v.4 certification. The CON-PHE building has also been designed to further reduce UNM energy consumption by including energy efficient lighting, equipment, building control systems, insulated and high reflective roofing, use of natural day lighting, and low water usage plumbing fixtures.

Expected start of construction will be September 2022 and will be expected to go until January 2024. The CON-PHE will contribute to 285 lost parking spots. Mitigation efforts to conserve total number of parking spots that will be lost with the construction of this building have already been put in place. The Elks Parking Lot has added 515 parking spots, the Donut Mart Parking Lot has added 55 parking spots, and the Stanford Parking Lot has added 99 parking spots. A total of 669 parking spots have been added not only to help with CON-PHE parking requirements but, to aid future projects on North Campus.

The new building will provide the required space to accommodate undergraduate enrollment in both College's to meet UNM Strategic Initiatives. In addition, it will support modest increases for graduate programs, faculty positions, and research. The building will provide efficient shared space geared toward collaboration, shared services, and the creation of combined degrees to meet workforce demands.

PROJECT RATIONALE:

The state of New Mexico is currently experiencing a healthcare workforce shortage. The CON-PHE building will allow for program expansion to enable more healthcare professionals to be trained to work in New Mexico.

Nursing is looking to continue increasing their enrollment to meet New Mexico's healthcare system needs. Over the past 5 years, the College of Nursing (CON) has had an average of 6% annual enrollment growth which has led the program to sprawl over five buildings in the UNM Health Sciences Albuquerque campus. The CON-PHE building will promote and accommodate for the enrollment growth seen over the years and allow more nurses to be put through the College of Nursing's nationally and internationally recognized programs. CON's Master of Science of Nursing and Doctor of Nursing Practice are among the best in the country and top in New Mexico and CON is ranked among the top 15% of schools of nursing in the nation. The graduate program in Midwifery has a long tradition of being honored as one of the top 10 programs in the United States, and currently is 7th. Furthermore, this program is a national role model providing cutting edge scholarship for the effective delivery of care to the underserved and minority communities.

The College of Population Health (COPH) was founded in 2016 and has had an average annual growth of 31%. COPH's current space is not sufficient for the college or for the research activities. It currently occupies faculty and staff space in the Family Medicine area of the Family Practice Center, the School of Medicine Building Number 2, and the Innovations Building. They have over \$3 million in research funding awarded annually, 98% overall graduation rate and 96% average on-time graduation rate. The program's success will be further be enhanced by having a central point for the college in the CON-PHE.

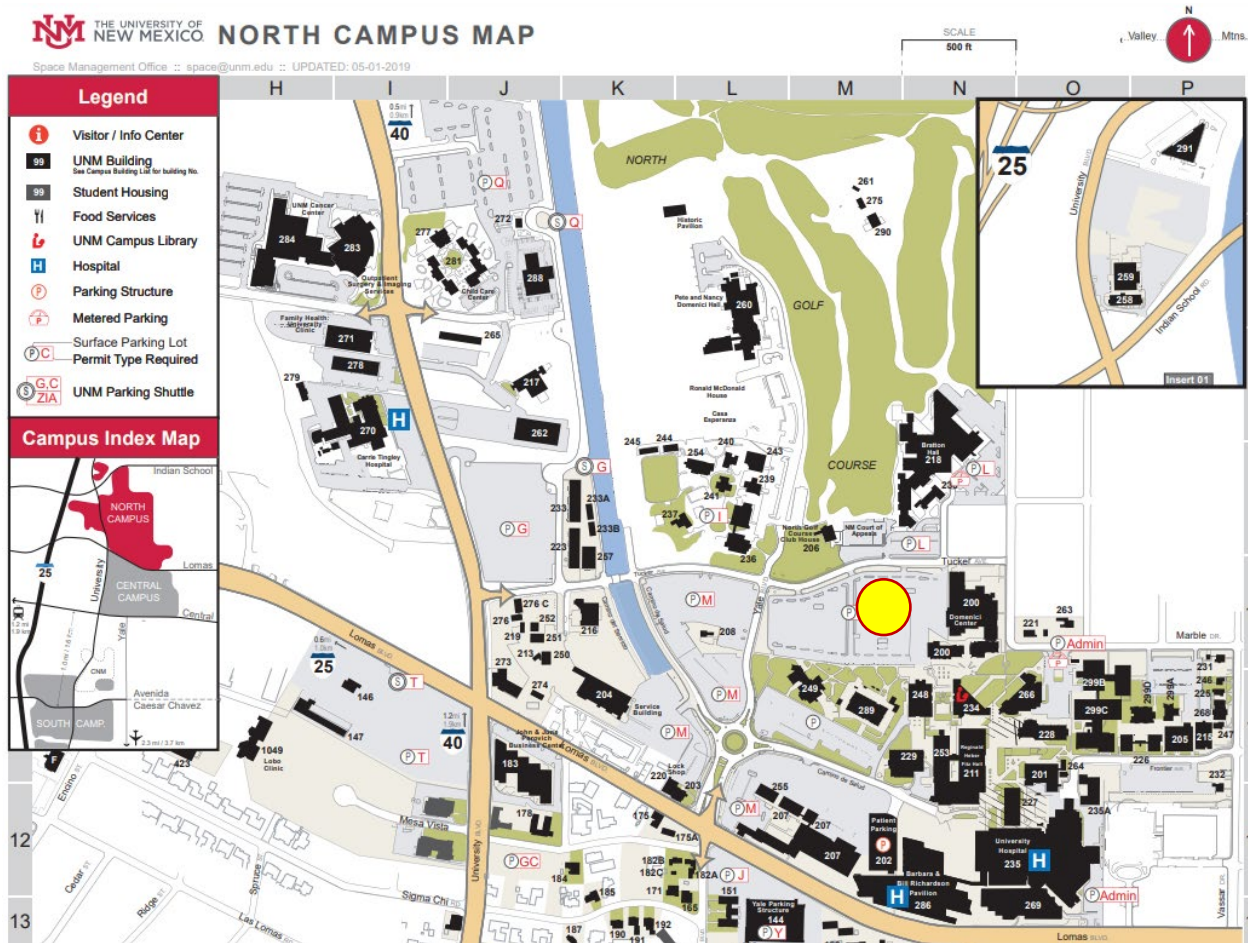
Throughout the programming phase, space utilization, including classroom utilization, was carefully analyzed through UNM's space reservation system and by the use of outside consultants. The Health Science Center does not have sufficient or appropriately sized classrooms for the anticipated enrollment increases for any of these programs. This building will allow for better co-location within the colleges and increase interdisciplinary interaction and innovation.

FUNDING:

The total estimated project budget for the College of Nursing and Public Health Excellence Building is \$43,239,665

<i>FY2022 GO Bond</i>	\$30,000,000
<i>FY2022 HB02 (Special Appropriation Bond)</i>	\$2,500,000
<i>HSC Matching Funds</i>	\$10,739,665
<i>Total</i>	<i>\$43,239,665</i>

PROJECT SITE:



PARKING:

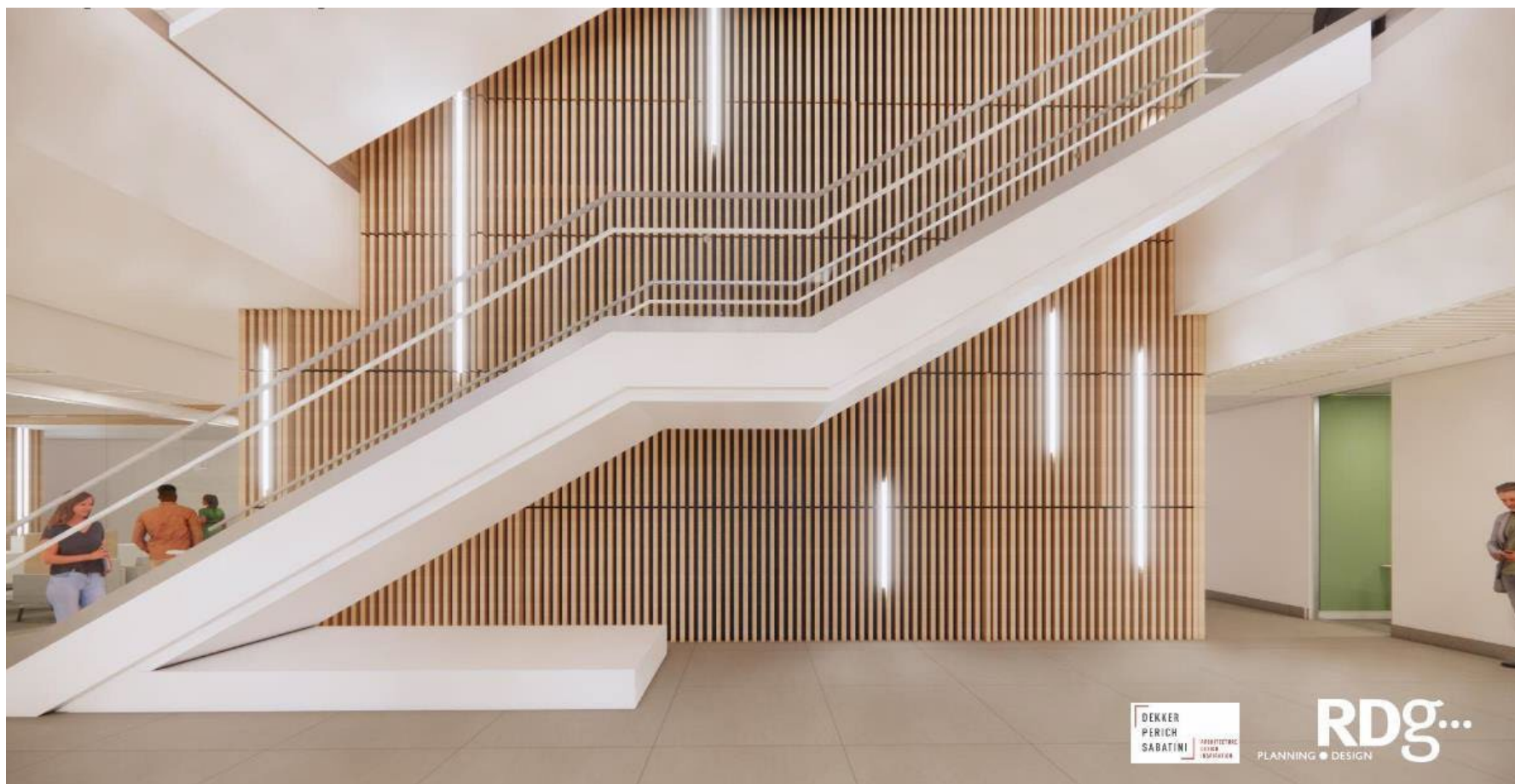
CON-PHE Parking Effects	Current Parking Spots	Post Completion Parking Spots	Delta
Car	392	107	-285
Motorcycle	22	25	+3

Parking Mitigation Efforts	Parking Spots Added to Cover Parking Loss
Elks Parking Lot	515
Donut Mart Parking Lot	55
Stanford Parking Lot	99
TOTAL	669

RENDERINGS:







DEKKER
PERICH
SABATINI

ARCHITECTURAL
DESIGN
INTERIOR
DESIGN

PLANNING • DESIGN

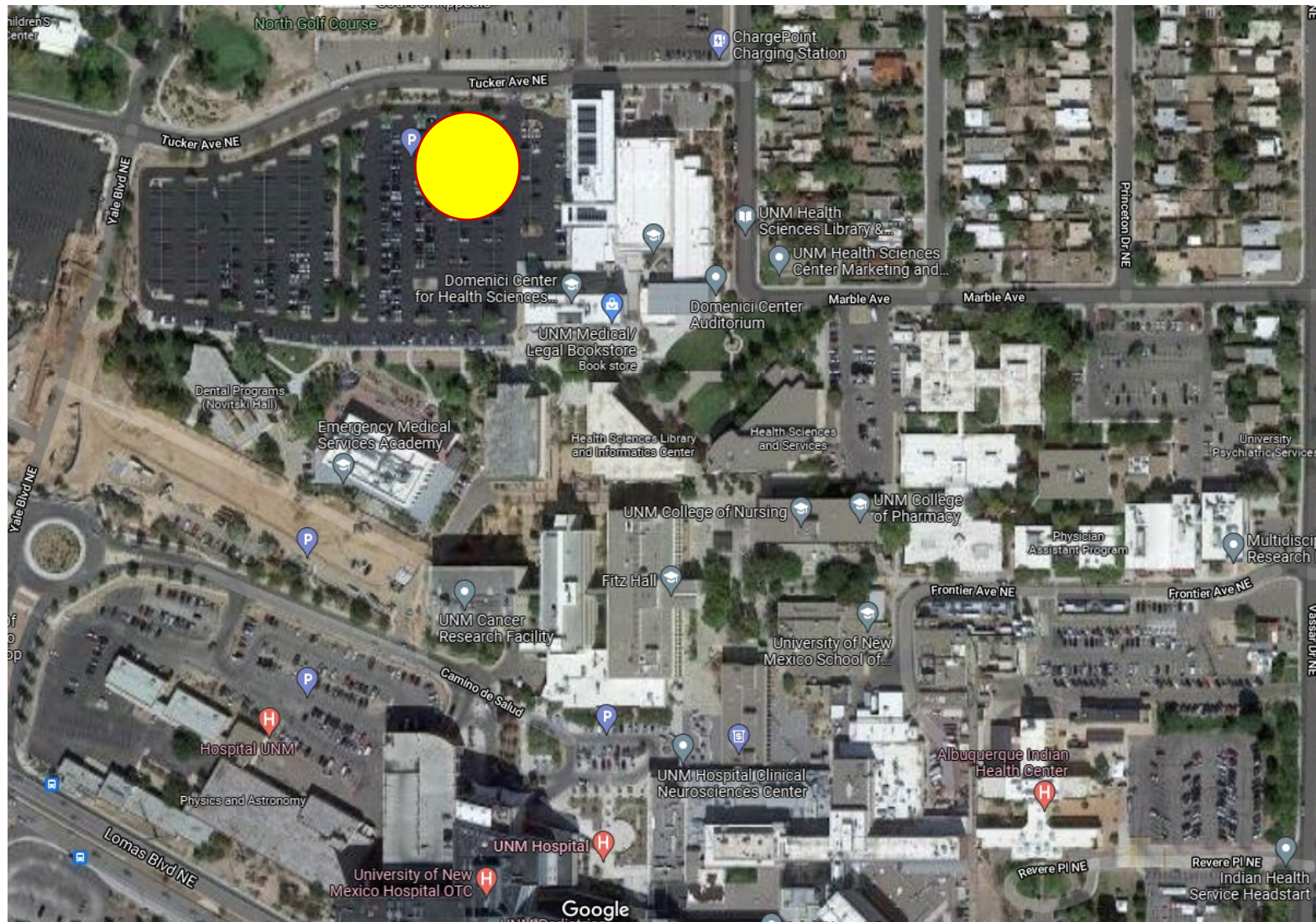
RDg...



STREET VIEW:

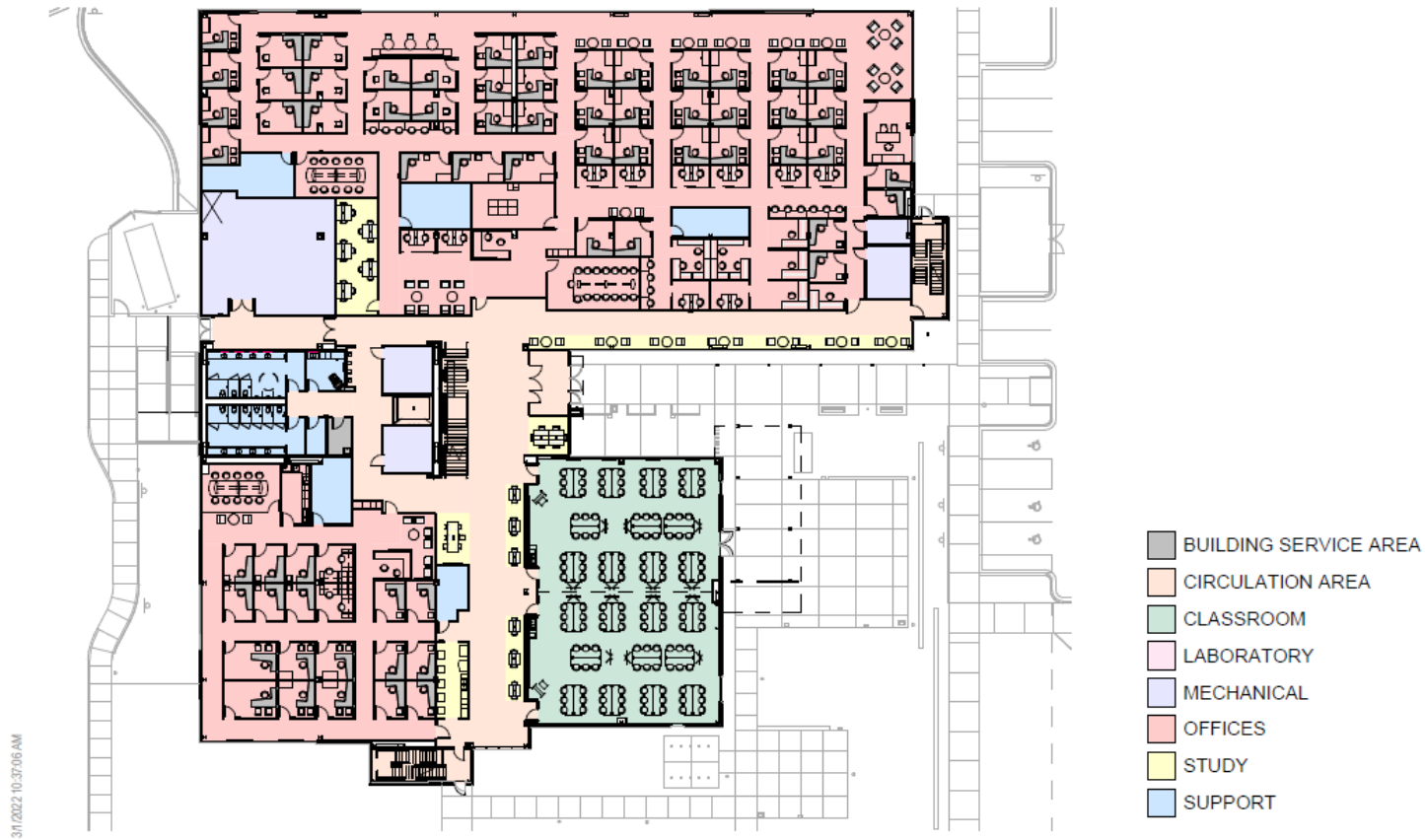


SATELLITE VIEW:



FLOOR LAYOUT:

1st Floor



DEKKER
PERICH
SABATINI

ARCHITECTURE / DESIGN / INSPIRATION

7601 JEFFERSON NE, SUITE 100
ALBUQUERQUE, NM 87109

505.761.9700
DPSDESIGN.ORG

THE COLLEGE OF NURSING AND PUBLIC HEALTH
EXCELLENCE BUILDING

LEVEL 1 PLAN

2nd Floor



- BUILDING SERVICE AREA
- CIRCULATION AREA
- CLASSROOM
- LABORATORY
- MECHANICAL
- OFFICES
- STUDY
- SUPPORT

3/1/2022 10:37:19 AM

**DEKKER
PERICH
SABATINI**

ARCHITECTURE / DESIGN / INSPIRATION

7601 JEFFERSON NE, SUITE 100
ALBUQUERQUE, NM 87109

505.761.9700
DPSDESIGN.ORG

THE COLLEGE OF NURSING AND PUBLIC HEALTH
EXCELLENCE BUILDING

LEVEL 2 PLAN

3rd Floor



- BUILDING SERVICE AREA
- CIRCULATION AREA
- CLASSROOM
- LABORATORY
- MECHANICAL
- OFFICES
- STUDY
- SUPPORT

3/1/2022 10:37:28 AM

**DEKKER
PERICH
SABATINI**

ARCHITECTURE / DESIGN / INSPIRATION

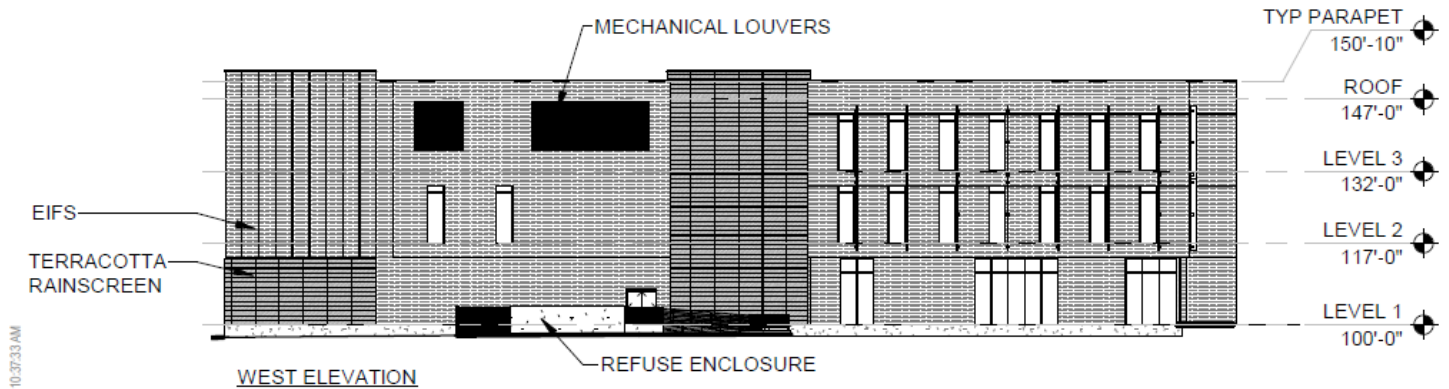
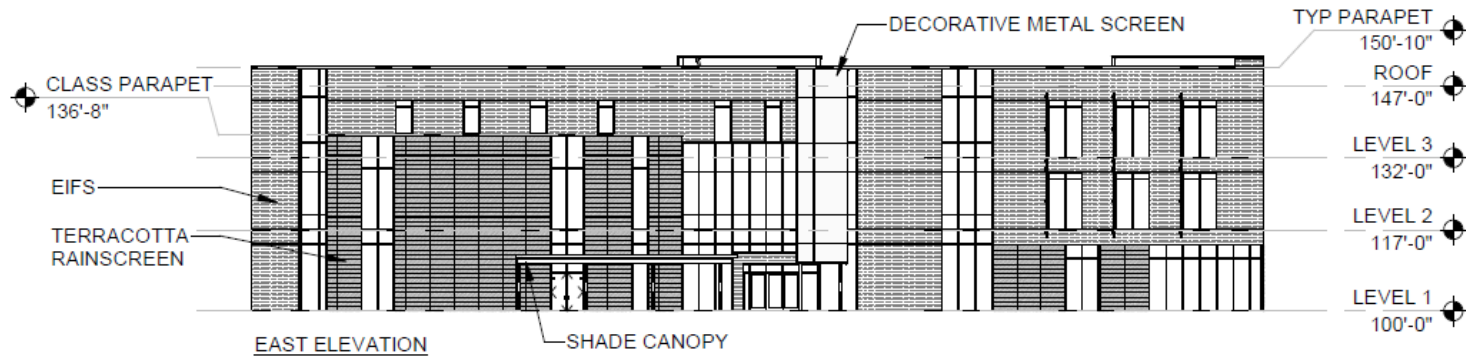
7601 JEFFERSON NE, SUITE 100
ALBUQUERQUE, NM 87109

505.761.9700
DPSDESIGN.ORG

THE COLLEGE OF NURSING AND PUBLIC HEALTH
EXCELLENCE BUILDING

LEVEL 3 PLAN

Elevations (East & West)



3/1/2022 10:37:33 AM

DEKKER
PERICH
SABATINI

ARCHITECTURE / DESIGN / INSPIRATION

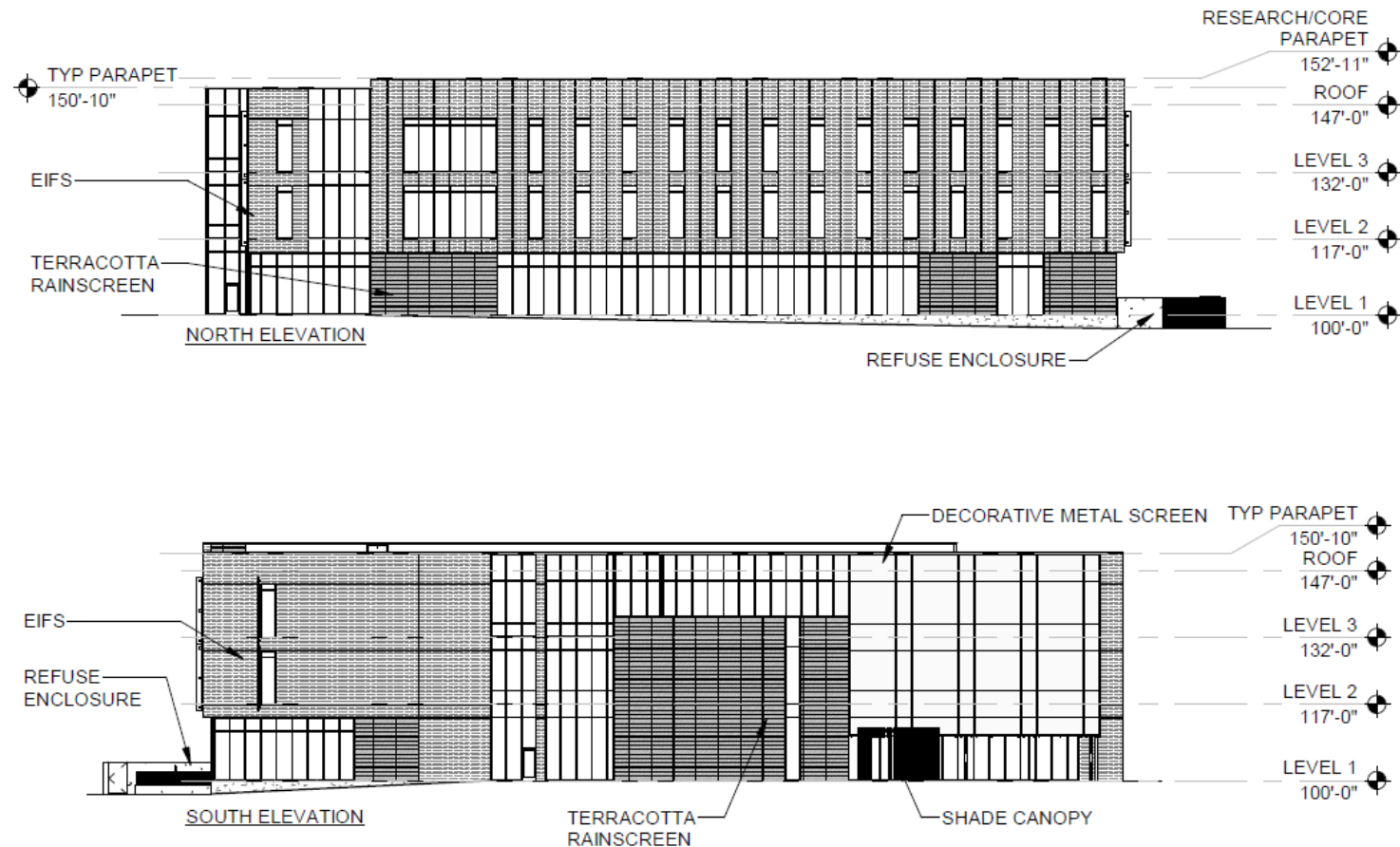
7601 JEFFERSON NE, SUITE 100
ALBUQUERQUE, NM 87109

505.761.9700
DPSDESIGN.ORG

THE COLLEGE OF NURSING AND PUBLIC HEALTH
EXCELLENCE BUILDING

EAST & WEST BUILDING ELEVATIONS

Elevations (North & South)



3/1/2022 10:37:37 AM

**DEKKER
PERICH
SABATINI**

ARCHITECTURE / DESIGN / INSPIRATION

7601 JEFFERSON NE, SUITE 100
ALBUQUERQUE, NM 87109

505.761.9700
DPSDESIGN.ORG

**THE COLLEGE OF NURSING AND PUBLIC HEALTH
EXCELLENCE BUILDING**

NORTH & SOUTH BUILDING ELEVATIONS



Regents' Advisors

Faculty Senate President

Finnie Coleman

Staff Council President

Scott Sanchez

ASUNM President

Gregory Romero

GPSA President

David Saavedra

Alumni Association Board President

Mike Silva

UNM Foundation Board Chair

Ryan Mummert

Retiree Association President

Tim Backes

UNM Parent & Family Association, Co-Chairs

Melinda Merriam and Heather Bratton



UNM Retiree Association

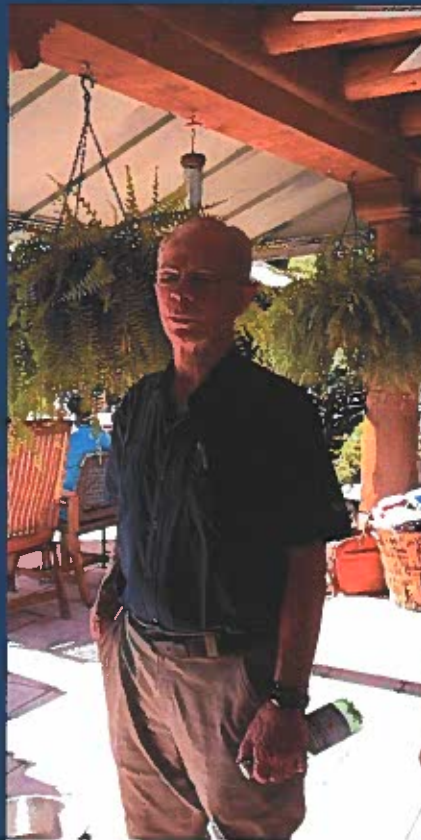
Legislative Committee

Co-Chairs - Dubra Karnes-Padilla,
Breda Bova



- Senate Bill 36, Contributions to the Educational Retirement, Sponsors Senator Mimi Stewart and Representative Natalie Figueroa.
- House Bill 73/Senate Bill 172, Educational Retirees Return to Work, Sponsors Representative Joy Garratt, Representative Phelps Anderson, and Senator George Munoz both received a FINAL DO PASS.
- Both SB 36 and HB 73 received a Do Pass and were signed by the Governor.
- ERB Board of Trustees. Reilly White from the Anderson School of Management, was put forth to fill the position by the UNMRA Board.

Benefits Committee



Co-Chairs - Fran Wilkinson, John Trotter

- Resume Retiree Healthcare Working Group meetings to provide ongoing communications on all aspects of retiree health care with UNM Human Resources. . (Meetings had been postponed due to COVID19.)
- Worked with UNM-HR to successfully seek changes to the way hospital-based clinic visits were coded to eliminate charges above the normal co-payment and to refund those additional charges from the previous year for retirees on the Blue Cross Blue Shield Medicare Advantage Plans.
- Worked with the UNM-IT CIO on changes that IT is implementing for retiree technology-related benefits, and on communication to retirees regarding those changes.

Programs and Services Committee

Co-Chairs - Joyce Szabo, Rob
Burford, Les McFadden, Scott
Obenshain

Transcendental Painting Group
Albuquerque Museum



September

Johnson Gym Tour

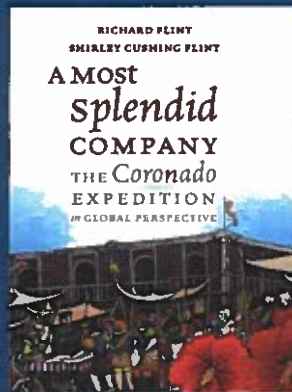


November/
December

Albuquerque Museum



January



February



March

IPCC
Assessment
Report on
Climate Change

P & S Upcoming Events



April

Tour and Tasting

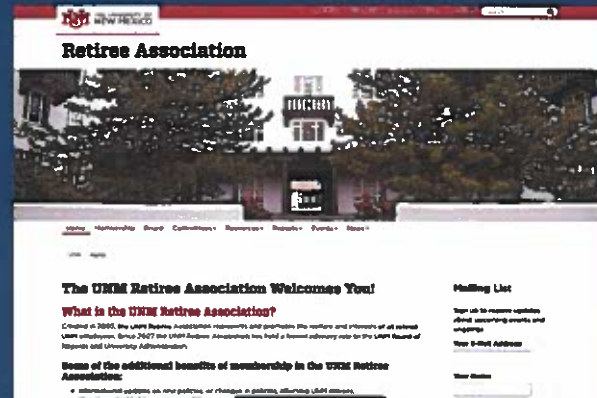


May

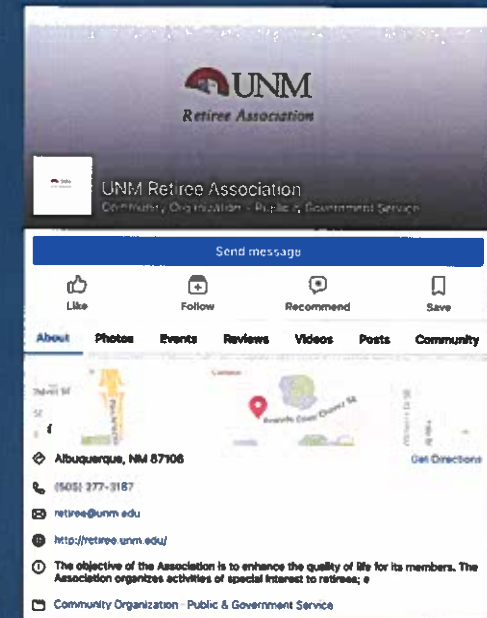
Membership and Communication Committee

Co-Chairs - Kevin Malloy, Becky Adams

- Active Members: 619
- List Serve email with 1094 verified retirees.
- Reinstated the Facebook Page to publicize events and activities of the UNMRA.



Retiree Website Page



Retiree Facebook Page



Board of Regents Meeting: March 22 , 2022

Post Up Rally



Black Alumni Award Recipients

- Kenny Thomas '19 BA,
 - Living Legend Award
- Senator Harold J. Pope Jr. '02 BS
 - Trailblazer Award



Lobo Living Room

- The Transformative Power of Digital Media Education
- March 24, 6:30 p.m.
- Dr. James Stone and Debra Fort
- unmalumni.com/events

