



**BOARD OF REGENTS  
ACADEMIC/STUDENT AFFAIRS & RESEARCH COMMITTEE**

**MEETING AGENDA**

**February 2, 2017  
1:00 PM  
Roberts Room  
Scholes Hall**

UNIVERSITY OF NEW MEXICO BOARD OF REGENTS'  
ACADEMIC/STUDENT AFFAIRS & RESEARCH COMMITTEE MEETING  
February 2, 2017 – 1:00 p.m.  
Roberts Room, Scholes Hall

**AGENDA**

- I. Call to Order**
- II. Approval of Summarized Minutes from Previous Meeting:** **TAB A**
- III. Reports/Comments:**
  - Provost’s Administrative Report
    - i. Craig White, Acting Provost & EVP for Academic Affairs*
  - Member Comments
  - Advisor Comments
- IV. Action Items:**
  - A. Staff Council Constitution Revision** **TAB B**  
*Danelle Callan, Staff Council President*
  - B. Work Plan Update** **TAB C**  
*Craig White, Acting Provost & EVP for Academic Affairs*
- V. Information Items:**
  - A. Student Success Update** **TAB D**  
*Greg Heileman, Vice Provost for Teaching, Learning & Innovation*
  - B. Course Fees Update** **TAB E**  
*Greg Heileman, Vice Provost for Teaching, Learning & Innovation*  
*Nicole Dopson, Financial Officer*
  - C. Center for Online Studies & Progress Towards Online Degrees** **TAB F**  
*Monica Orozco, Vice Provost Extended University*
  - D. Innovation Academy Update** **TAB G**  
*Rob Del Campo, Director, Innovation Academy*
- VI. Faculty Presenter:**

**Presentation will be moved to the March Meeting**

  - A. “Ephemeral Landscapes for Social Change”**  
*Katya Crawford, Associate Professor, School of Architecture & Planning*
- VII. Public Comment**
- VIII. Adjournment**

UNIVERSITY OF NEW MEXICO BOARD OF REGENTS'  
ACADEMIC/STUDENT AFFAIRS & RESEARCH COMMITTEE MEETING

December 1, 2016 – 10:00 a.m.

Roberts Room, Scholes Hall

**Meeting Summary**  
(All “TABS” correlate to the December ASAR E-Book)

*Committee members present: Regent Bradley Hosmer, Regent Suzanne Quillen, Regent Ryan Berryman, Provost & EVP for Academic Affairs Chaouki Abdallah, Faculty Senate President Pamela Pyle, Associate, Staff Council President Danelle Callan (arrived late), Provost Greg Heileman (as temporary representative for Provost Abdallah)*

*Regents’ Advisors present: ASUNM President Kyle Biederwolf, GPSA President Glenda Lewis*

**I. Call to Order 10:13 a.m.**

**II. Approval of Summarized Minutes from Previous Meeting:**

**TAB A**

**Motion to Approve: Regent Berryman**

**Second: Regent Hosmer**

**Motion: Approved**

**III. Reports/Comments:**

Provost’s Administrative Report

*i. Chaouki Abdallah, Provost & EVP for Academic Affairs*

- School of Engineering Dean Search is underway
  - Three candidates have visited campus so far
- There is a finalist for the CEO of the Taos Branch Campus
- There will be a search for the new Honors College Dean
- Finalization for the committee to review the UNM Seal
- A round table on policy change will be held on Dec 2<sup>nd</sup>
- Milo Yiannopoulos from Brietbart will be on campus January 27<sup>th</sup>
  - Milo was invited by two student groups

**Member Comments**

Faculty Senate:

- There is support for the UNM Seal committee

**Advisor Comments - None**

**IV. Action Items:**

**A. Fall Degree Candidates**

**TAB B**

*Pamela Pyle, Faculty Senate President*

**Motion to Approve: Regent Quillen**

**Second: Associate Provost Heileman**

**Motion: Approved**

**B. ASUNM Constitutional Amendments**

**TAB C**

*Kyle Biederwolf, ASUNM President*

**Motion to Approve: Regent Berryman**

**Second: Regent Quillen**

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**Motion: Approved**

**C. Work Plan Update** **TAB D**

*Chaouki Abdallah, Provost & Executive Vice President*

- The motion on this item was to bring it back before the committee for further review

**Motion to Approve: Faculty Senate President Pyle**

**Second: Provost Abdallah**

**Motion: Approved**

**D. Honorary Degree Candidates** (Will be presented in closed session) **TAB E**

*Jennifer Thacher, Faculty Senate Honorary Degree Chair*

**V. Information Items:**

**A. In-depth Enrollment Update** **TAB F**

*Terry Babbitt, Associate Vice President for Enrollment Management*

- Presentation available upon request
- Discussion around high achieving students
- Strategies surrounding recruitment of high achieving students
- Information about ACT score trends
- Discussion of grant aid awarded by peer schools
- Overview of the important factors that matter at UNM in regards to student enrollment

**B. Strategic Retention Update** **TAB G**

*Corine Gonzales, Strategic Support Manager*

- Presentation available upon request
- Overview surrounding peer retention
- Discussion around current strategic efforts
- Various data points were shown and it was described how the various metrics fit together
- Predictive modeling was shown and explained
- The marketing plan for student recruitment was broken down into its various efforts

**C. Community Engagement** **TAB H**

*Virginia Scharff, Associate Provost*

*Monica Kowal, Associate Dean*

Presentation available upon request

- Breakdown of UNM 202 Goal 3: Institutional Citizenship
- Metrics leading to the goal of receiving the Carnegie Foundation's Elective Community Engagement Classification
- Overview of different "problems" around campus with proposed solutions leading to a goal

**UNIVERSITY OF NEW MEXICO BOARD OF REGENTS'  
ACADEMIC/STUDENT AFFAIRS & RESEARCH COMMITTEE MEETING**

December 1, 2016 – 10:00 a.m.

Roberts Room, Scholes Hall

- Discussion of how to overall better engage the campus community

**VI. Executive Session-Roberts Room**

Vote to Close the meeting and proceed in Executive Session for consideration of item **IV, D**

A. Discussion and determination where appropriate of limited personnel matters pursuant to Section 10-151.H(2), NMSA (1978)

**Motion to move into executive session: Provost Abdallah**

**Second: Regent Berryman**

**Motion: Approved**

**Motion to Approve Honorary Degree Candiates: Provost Abdallah**

**Second: Regent Quillen**

**Motion: Approved**

- VII. Vote to re-open the meeting and certification that only those matters described in Agenda Item IV, C were discussed in Executive Session and if necessary, final action with regard to those matters will be taken in open session.**

**Motion to move clsoe executive session: Provost Abdallah**

**Second: Regent Hosmer**

**Motion: Approved**

**Closed session time 12:28-12:35**

- VII. Public Comment - None**

**VIII. Adjournment 12:36**

**Motion to adjourn: Provost Abdallah**

**Second: Regent Berryman**

**Motion: Approved**

**UNIVERSITY OF NEW MEXICO  
STAFF COUNCIL  
CONSTITUTION**

**ARTICLE I: NAME**

The name of the organization is the University of New Mexico Staff Council.

**ARTICLE II: STATEMENT OF PURPOSE**

**Section 1. Purpose.** The purpose of the University of New Mexico Staff Council is to represent all staff as defined in Article III, and to serve as an important source of input into the issues and decisions of the University as they relate to the general welfare of the staff of the University of New Mexico (UNM). The Staff Council shall represent UNM staff to the University administration, and the Staff Council president shall serve as an advisory member of the Board of Regents.

**Section 2. Authority.** The Staff Council shall not replace or supersede the UNM Personnel Policies and Procedures but shall make recommendations to adopt or amend such policies and procedures. The Staff Council shall make recommendations regarding conditions of employment and shall work toward improving wages, hours and conditions of employment for the staff. UNM staff may participate, as individuals, in the Staff Council notwithstanding their employment in a position subject to a collective bargaining agreement. The Staff Council shall not supersede or replace collective bargaining units officially recognized by the University, nor shall it have any authority with respect to University collective bargaining agreement.

**ARTICLE III: MEMBERSHIP**

**Section 1. The University Staff**

- (A) Any staff member employed by UNM in at least a regular half-time permanent status is eligible to run for membership on the Staff Council. The Council encourages full and equal participation and no staff member shall be denied full and equal participation for reasons of race, ~~nationality, sex, sexual preference, religion, political belief, age or handicap.~~ color, national origin, religion, ancestry, sex, age, physical and mental disability, handicap, serious medical condition, spousal affiliation, sexual orientation and gender identity.
- (B) The UNM Staff Council shall be composed of 60 elected representatives from among staff. Each grade of staff shall have representation. The total number of representatives from the grades shall be 30 and shall be elected in odd-numbered years. Each staff precinct, as determined by the Staff Council, shall have representation. The total number of representatives from the precincts shall be 30 and shall be elected in even-numbered years.
- (C) A councilor may be removed for cause (malfeasance, misfeasance or nonfeasance) by an affirmative vote of forty councilors.
- (D) Persons eligible to vote in Faculty elections shall not be considered staff. Staff holding temporary part-time faculty appointments shall be considered staff for purposes of this article.

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**Section 2.** *Ex-Officio Members.* The Presidents, or their designees, of the Associated Students of UNM (ASUNM), Graduate Students Association (GSA), Faculty Senate, and the Alumni Association may be *ex-officio* members of the UNM Staff Council without vote.

**Section 3.** *Administrative Staff Liaison.* The President of the University shall designate a senior member of his administrative staff to serve as a liaison to the Staff Council.

#### **ARTICLE IV: ELECTIONS AND VACANCIES**

Elections shall be held in the spring semester. Elected members shall serve two-year terms. In the event of a vacancy in a seat on the Staff Council, the Speaker shall nominate a replacement from among the staff members in the vacant grade or precinct. Nominees shall require an affirmative vote of two-thirds of the Council members present before they are seated. Nominees shall serve for the remainder of the elected term to which they are appointed. The Council may adopt appropriate rules to carry out and enforce this article.

#### **ARTICLE V: OFFICERS**

**Section 1.** The Staff Council shall elect from its membership a President, a President-Elect, a Speaker and a Treasurer.

**Section 2.** The President shall serve as the Council's external representative to the University Community.

**Section 3.** The Speaker shall preside at all meetings of the Staff Council and provide for the orderly control of those meetings.

**Section 4.** The Treasurer shall develop and maintain accounting procedures and records for approval by the Council.

**Section 5.** The President-Elect shall assist the President, and shall automatically succeed to the Office of the President should there be a vacancy in that Office. Upon the succession of the President-Elect to the Office of the President, the Staff Council shall elect a new President -elect.

#### **ARTICLE VI EXECUTIVE COMMITTEE**

**Section 1.** An Executive Committee shall be established composed of Staff Council members, including the President, the President-Elect, the immediate Past President, Speaker, Treasurer, two Members-at-Large representing grades, and two Members-at-Large representing precincts.

**Section 2.** The Executive Committee shall set the agenda for all Staff Council meetings and represent Council decisions to the University. The Committee will receive issues for consideration of the Staff Council for entities outside the Council and make appropriate referrals to Staff Council committees. All referrals will be reported to the Council by the Speaker.

**Section 3.** Should a vacancy occur on the Executive Committee, the Staff Council will fill the vacancy at its next meeting.

**Section 4.** A Staff person shall be assigned as administrative support for the Staff Council for the purpose of record keeping and reporting. The administrative support person shall be a non-voting member of the Executive Committee.

## **ARTICLE VII: MEETINGS**

The Staff Council shall hold an annual organizational meeting in the spring for the election of officers.

## **ARTICLE VIII: CONSTITUTION AND AMENDMENTS**

**Section 1. Constitution.** The Constitution shall become effective on the date of ratification. Ratification requires two-thirds approval by Council members present at the Council meeting called for ratification, majority approval by staff voting in the ratification election and approval by the Board of Regents.

**Section 2. Amendments.** Amendments to this constitution may be proposed by UNM staff at a regular Staff Council meeting. Ratification of an amendment requires approval by two-thirds of the Staff Council members present at the ratification meeting, and majority approval by staff voting in the ratification election, and approval by the Board of Regents. Amendments become effective on the date of ratification by the Regents.

**Section 3. Authority.** This Constitution, including all amendments, shall be subject to modification by and approval of the Board of Regents of the University.

Approved by the UNM Board of Regents September 8, 1992

Amended: August 10, 1993; September 13, 1994

Amended: May 10, 2011

Board of Regents' Academic/Student Affairs & Research Committee Workplan  
**Future Agenda Items and Action Required – Draft for Nov. 2 ASAR**

Goals/Objectives (From UNM 2020, ASAR Workplan and Provost's Goals from the President)	Description of Action Required	Responsibility	Date of Request	Date Last Discussed	Target Date for Review
<p><b>UNM 2020 Goal 1 (Become a Destination University)</b></p> <p>ASAR Goal 9.1: Attracting High-Achieving Students (in-state and out-of-state)</p> <p>ASAR Goal 9.3: Diversity Attract top students representing geographic, experiential and ethnic diversity</p> <p>ASAR Goal 12: Improve the perceived value of a UNM Degree</p> <p>Provost Goal: Fully implement five wholly online degree programs by Fall, 2017/complete planning for five more to be offered in Fall, 2018</p>	<p>Semi-annual Enrollment Updates</p> <p>Report on trends of in-state and out-of-state high achieving students coming to UNM</p> <p>Set targets in terms of students and diversity (e.g. students coming to UNM with above 30 ACT &amp; merit scholars). Need update on how well are we doing.</p> <p>Show the data. What are the reasonable goals and what are the actions required to expect will get us there?</p> <p>Don't sacrifice what's important. Use this budget crisis as an opportunity</p>	<p>Chaouki Abdallah Terry Babbitt Kate Krause Jozi DeLeon</p>			
<p><b>UNM 2020 Goal 1 (Become a Destination University)</b></p> <p>UNM 2020 Obj.1.1: Fully implement an Honors College (complete)</p> <p>ASAR Goal 8: Honors College communication and ongoing implementation plan</p> <p>Conduct search for a Honors College Dean</p> <p>Plan and execute a facility strategy for Honors</p>	<p>Status report: achievements, students, faculty hires.</p> <p>Report proportion of NM HS graduates above ACT 30 we have attracted. (not just number of students but proportion &amp; identify the goal)</p> <p>Report on how many regent &amp; presidential scholars are in the Honors college</p> <p>Update on plans to hire a new dean</p>	<p>Chaouki Abdallah Kate Krause</p>			
<p><b>UNM 2020 Goal 1 (Become a Destination University)</b></p> <p>UNM 2020 Obj 1.2: Develop a plan which identifies amenities and resources requirements for the 'compelling case to be on campus'</p>	<p>Semi-annual updates on top three capital project priorities for Academic Affairs and funding strategies (student outreach, internal funding opportunities, bond funding)</p> <p>Classroom Modernization Efforts</p> <p>Student Priorities</p>	<p>Melissa Vargas Deans Kevin Stevenson Lisa Marbury</p>			

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	Describe & plan amenities/student programming beyond facilities that attract students and keep them on campus				
<b>UNM 2020 Goal 1 (Become a Destination University)</b>  UNM 2020 Obj 1.3: : Increase international programming by 20% in 2Q15  ASAR Goal 9.2: Quality/Value Increase the international diversity and quality of the beginning freshman and undergraduate population  Provost Goal: Enroll 150 new international undergraduate and 200 new international graduate students by Fall 2017	Semi-Annual Updates from GEO  Data needed & status report on growth curve  Five year goal & plan of action needed to get there, including students not in residence – MOOC's, EL courses  Update on joint university venture in China	Nicole Tami Director of GEO			
UNM 2020 Obj 1.5: Implement recognition and compensation programs linked to outcomes ASAR Goal 7: Recognizing & Incentivizing Excellent Teaching  Provost Goal: Optimize faculty and staff work environment for satisfaction and success <ul style="list-style-type: none"> <li>• Complete revision of tenure &amp; promotion policies to ensure ease, clarity and consistency of application</li> <li>• Improve faculty &amp; staff engagement and satisfaction</li> <li>• Develop and gain approval for multi-year faculty compensation plan</li> <li>• Partner to ensure success of campus-wide IT reorganization</li> </ul>	Semi-Annual Updates from Associate Provost for Faculty Development & Equity & Inclusion VP  Concern: We must hold improvements/gains in faculty quality and increase incentives that don't cost \$. Not just what we can do with salaries. Job satisfaction metrics – how can we build on what we've done so far? Leadership and recognition initiatives that might make a difference. Small costs/big impact should be our focus.  Present criteria for selection and recipients of Regent professor designations. Summary chart of current and a presentation of the last group with a citation of some kind for recognition by the BOR. Then follow up with distinguished professor process at ASAR. At presentations, have the hierarchy	Carol Parker Virginia Scharff Jozi DeLeon			

Board of Regents' Academic/Student Affairs & Research Committee Workplan  
**Future Agenda Items and Action Required – Draft for Nov. 2 ASAR**

Goals/Objectives (From UNM 2020, ASAR Workplan and Provost's Goals from the President)	Description of Action Required	Responsibility	Date of Request	Date Last Discussed	Target Date for Review
	of academic supervision and closest colleagues to join.				
<p><b>UNM 2020 Goal 2 (Prepare Lobos for Lifelong Success)</b></p> <p>ASAR Goal 1: Peer benchmark on student success outcomes</p> <p>ASAR Goal 5.2: Identify responsibility for implementation and analysis of results of assessment of core competencies and use assessment results for improving student learning</p>	<p>STEM Objectives and Outcomes – report on results (report every year)</p> <p>Curriculum Initiatives - Process in which students can provide feedback (directly)</p> <p>Report on what we have done other than graduating more and faster. Have the changes done anything else? Have the students come out more capable and how do we know?</p> <p>Assessment goals for student preparedness                      Literacy, Numerosity, Problem solving.                      Neke may have better language. Mental skills that have made adults most productive and successful now and in the future.</p> <p>Director of Assessment (Neke Mitchell) update – pre &amp; post assessments of the core skills the world is looking for. Anything we can point to that demonstrates higher achievements post-graduation? Globally sought after skills. Skills that make a difference for life-long success.</p>	<p>Greg Heileman Neke Mitchell</p>			
<p><b>UNM 2020 Goal 2: Prepare Lobos for Lifelong Success</b></p> <p>Obj 2.2: Retention &amp; Grad Rates UNM 2020</p> <p>Provost Goal: Improve graduation rates to 20% for 4 years and 50% for 6 years</p>	<p>Semi-Annual Enrollment and Retention &amp; Graduation Rate Updates</p> <p>Present status &amp; prediction for future goal setting</p> <p>Report on any new student retention initiatives</p>	<p>Greg Heileman Terry Babbitt</p>			

Board of Regents' Academic/Student Affairs & Research Committee Workplan  
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Goals/Objectives (From UNM 2020, ASAR Workplan and Provost's Goals from the President)	Description of Action Required	Responsibility	Date of Request	Date Last Discussed	Target Date for Review
	Presentation/statistics on "Finish in 4" initiative (how many students are taking advantage of the award)				
<b>UNM 2020 Goal 2: Prepare Lobos for Lifelong Success</b>  UNM 2020 Obj 2.4: Increase the number of doctorates awarded in targeted areas by 3% in 2014, and 6% in 2015.  Provost Goal: Grow targeted graduate programs <ul style="list-style-type: none"> <li>• Increase shared credit 3/2 and 4/1 masters degree enrollment by 10%</li> <li>• Increase overall enrollment in masters degree programs by 10%</li> </ul>	Update with Status & projections/goals as well as actions required	Julie Coonrod			
<b>UNM 2020 Goal 2: Prepare Lobos for Lifelong Success</b>  Goal 2: Prepare Lobos for Lifelong Success Provost Goal: Improve integration of branch and main campuses <ul style="list-style-type: none"> <li>• Increase degree completion opportunities at branch locations</li> <li>• Increase transfer rates</li> </ul>	Present semi-annual updates on progress			October 2016	
<b>UNM 2020 Goal 3 (Promote Institutional Citizenship)</b>  Provost Goal: Integrate community-engaged teaching and learning <ul style="list-style-type: none"> <li>• Coordinate with academic departments to enact a robust community internship program</li> </ul>	Update on current activities and future plans	Jozi DeLeon Virginia Scharff Monica Kowal			
<b>UNM 2020 Goal 3 (Promote Institutional Citizenship)</b>  Provost Goal: Integrate community-engaged teaching and learning <ul style="list-style-type: none"> <li>• Coordinate with academic departments to enact a robust community internship program</li> </ul>	Status Report on Community Relations and engagement  Need status on service component. What actions? A&P – regional planning Community outreach.	Chaouki Abdallah Virginia Scharff Jozi De Leon Monica Kowal			

Board of Regents' Academic/Student Affairs & Research Committee Workplan  
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Goals/Objectives (From UNM 2020, ASAR Workplan and Provost's Goals from the President)	Description of Action Required	Responsibility	Date of Request	Date Last Discussed	Target Date for Review
<p>UNM 2020 Obj 3.1 Create and value opportunities for all members of UNM (students, faculty, staff, and leadership) to serve local, state, regional, national and global communities</p> <p>Provost Goal: Promote a campus climate of inclusiveness and respect</p> <ul style="list-style-type: none"> <li>Develop a full strategic plan in Fall 2016 to advance the campus climate that eradicates sexual violence, promotes racial and cultural tolerance, and encourages free and respectful dialog; begin rapid implementation as plan components are finalized</li> </ul> <p>ASAR Goal 13: Develop plan for turning diversity into a path-breaking opportunity. At least three projects identified that can help achieve this goal</p> <p>UNM 2020 Obj 3.2: Leadership role in cultural, social and educational revitalization</p> <p>ASAR Goal 10.1: Define UNM's role in fixing New Mexico's K-12 crisis</p>	<p>Request for Colleges to provide info on what they are doing for the community. Recognition of these individuals might feed into "good place to work" goal</p> <p>Goal 13 –Must take action here - how do we turn diversity into a pathbreaking opportunity? Point of goal was to say if UNM can crack the code to help people become higher educated the formula/procedure, techniques will be of value across the university. We need to discover them.</p> <p>Report on how Dean Ochoa is working on the pipeline issues Question: Are we doing enough or do we need to do more? (When will we know when our teachers are better in the classrooms to know whether are efforts are working)</p>				
<p><b>UNM 2020 Goal 5 (Advance Discovery &amp; Innovation</b></p> <p>Provost Goal: Position UNM as a 21<sup>st</sup> century leader in research</p> <ul style="list-style-type: none"> <li>Develop &amp; implement a research strategic plan by Spring 2017 including multiple new interdisciplinary research initiatives and specific annual funding objectives</li> <li>Enhance relationships with National Labs through additional research partnerships</li> </ul>	<p>Semi-Annual Updates</p> <p>OVPR Strategic plan – when ready, cite goals in strategic plan and related actions.</p> <p>Develop a convenient metric to the extent research, interdisciplinary teaching is happening/exists</p> <p>Define/determine interdisciplinary activities and their value for students/faculty</p>	Gabriel Lopez			

Board of Regents' Academic/Student Affairs & Research Committee Workplan  
**Future Agenda Items and Action Required – Draft for Nov. 2 ASAR**

Goals/Objectives (From UNM 2020, ASAR Workplan and Provost's Goals from the President)	Description of Action Required	Responsibility	Date of Request	Date Last Discussed	Target Date for Review
<ul style="list-style-type: none"> <li>• Advance the proposal for the Sandia management participation</li> <li>• Increase the number of shared professorships with Sandia Labs to five</li> </ul> <p>ASAR Goal 4.1: Size &amp; Costs</p> <ul style="list-style-type: none"> <li>• Sustainable budget model for OVPR that is transparent</li> <li>• Maintain advisory groups</li> <li>• Leadership development in key management areas</li> </ul> <p>UNM 2020 Obj 5.1: Create structures and processes that support collaborative and interdisciplinary team research and scholarship</p> <p>ASAR Goal 4.5: Establish internally funded research to support humanities &amp; junior faculty</p> <ul style="list-style-type: none"> <li>• College Outreach</li> <li>• Humanities Research Grants</li> </ul> <p>UNM 2020 Obj 5.4: Increase major faculty awards</p> <p>UNM 2020 Obj 5.5: Develop a plan to enhance the academic stature of UNM</p>					
<p><b>UNM 2020 Goal 6 (Financial Integrity &amp; Strength)</b></p> <p>Develop a diversified, sustainable financial model</p> <ul style="list-style-type: none"> <li>• Continue implementation of the Tuition Share model</li> <li>• Develop compacts for all colleges and schools to guide FY18 allocations</li> </ul> <p>ASAR Goal 3: Understand fully student expenses &amp; make progress on tuition and fee planning</p>	<p><b>Provide update on revised Academic Plan</b></p> <p>Academic/administrative prioritization goals            Long term survival of UNM is dependent on what we do best. Do not sacrifice quality of faculty – may shrink it but what's left is as good as what you can get.</p> <p><b>Status &amp; Possible actions</b></p> <p>Discuss fundraising goals and collaboration</p>	<p>Chaouki Abdallah            Nicole Dopson</p>			



## **TAB D**

### **Student Success Update**

*Greg Heileman, Vice Provost for  
Teaching, Learning & Innovation*

*Presentation to be added*

University of New Mexico Board of Regents  
Academic / Student Affairs / Research Committee  
February 4<sup>th</sup>, 2017

### **Academic Affairs Course Fee Review**

#### Policies

Class and curricular fees, or broadly termed “course” fees, at UNM are determined by the policies spelled out in the Regents Handbook 4.7, “Tuition and Fees,” and the University Administrative Policies and Procedures Manual 8210, “Tuition and Related Fees.” The relevant portion of the policy is included as Appendix A to this report.

Broadly speaking, “class” fees are fees tied to the specific costs of delivering certain courses with distinctive expenditures. Examples include the travel costs of a field trip, the cost of particular supplies (art or lab), or special instructional materials. Since these fees fund the costs associated with the provision of a specific class, these fees are typically expended in the semester in which the costs are incurred. “Curriculum” fees, by contrast, are used for equipment and/or staff costs related to an entire course of study. Examples include IT requirements of various colleges (e.g., the unique software requirements of Architecture and Planning or Anderson School of Management); unique equipment costs (e.g., piano studios or engineering labs), or the specific technical staff required to maintain the labs and make them accessible to students.

Per policy, the Regents set the level of all tuition rates and fees that apply to all students. Class and curricular fees that apply to a specific course of study, or assessed at the class, department, or college level, are reviewed and authorized by the Provost for Main Campus and the Chancellor for the Health Sciences Center.

#### Procedures

A request to implement or change a class or curricular fee usually originates in an academic department. Proposals are submitted on a required template (attached as Appendix B and C) that gives the necessary technical data, along with a projected budget and description of the fee’s intended use. These are reviewed at the college level and require the authorization of the dean or director before being submitted to the Office of the Provost.

The review of a class or curricular fee proposal at the Provost’s level has two components:

1. A review for eligibility, per the definitions of UAP 8210. We ensure the description of the fee conforms to the uses detailed in the policy, and that the projected budget is rational and defensible.

2. A consideration of the fee's impact on students, either in terms of scope (e.g., assessing a large fee for a single course) or scale (e.g., curricular fees that would affect large numbers of students). **Fee approvals are not automatic.** In practice, most eligible class fee requests are approved; but curricular fees proposals are often amended or deferred for consideration in the larger context of tuition/fee decisions.

### Review

Per policy (UAP 8210.3.2.8), each college/school are to review their course fee collections and expenditures at least every two years, in order "to ensure that expenses are allowable, allocable, reasonable, and timely." This year we reviewed fiscal years 2015 and 2016 for College of Arts and Sciences, College of Education, School of Engineering, School of Architecture and Planning, College of University Libraries and Sciences, Los Alamos Branch Campus, and Valencia Branch Campus. A summary of this year's reviews is attached as Appendix D.

### Transparency

Course fees are published in each semester's registration schedule online and linked to every appropriate class, so that when students enroll they get a real-time calculation of the cost of their course of study. Any student may request a specific accounting of the fees they've been charged for any course or curriculum (UAP 8210.3.2.7).

### Scope

Class and curricular fees are important parts of the funding streams for most colleges and schools. UNM's main campus units collected \$7,463,954 in class and curricular fees in FY16. Proportionally, that represents 3.55% of their total Instruction and General (I&G) budgets. Course fees are a relatively small portion of the average student bill. According to data from the Bursar's Office, the average class and curriculum fees paid per student this fall semester was \$114.87, about 4.35% of the total resident full time (15-18 credit hour block) undergraduate tuition bill.

### **Administrative Policies and Procedures Manual - Policy 8210: Tuition and Related Fees**

#### **3.2 Course Fees**

Course fees are charged at the time of registration to students enrolling in specific courses. They are not included in the “mandatory fees” portion of “tuition and fees,” which are paid by all students. Requests for course fees are made to and approved by the Provost or the Chancellor. Course fees are intended to help defray costs specifically associated with certain courses, and are not intended to replace general operating costs, which are paid from tuition. All students who pay course fees must benefit from the fees charged. Course fees are listed in the “Schedule of Classes” posted on the Registrar’s Office website. At the time of registration, a student should have full information on the amount and types of course fees that will be charged for that semester.

There are two (2) types of course fees: class fees and curricular fees.

##### **3.2.1. Class Fees**

A class fee is charged to support the instructional needs of a specific course. The fee is used to pay for required, uniquely identifiable materials or services provided to students that exceed the costs of supplies normally required. Class fees may be approved and implemented if they cover any of the following expenses:

- Cost of activities related to a course (e.g., field trip, tickets to off-campus lecture or event)
- Private instruction and models (e.g., guest speakers, models, tutors)
- An object or product of value retained by the student (e.g., artwork, safety gear)
- Class costs (e.g., specialized equipment or materials, safety protections, laboratory supplies, products)

Class fees may not be used to fund any of the following costs:

- The cost of any instructor of record or assistants
- Regular classroom materials and supplies (e.g., paper, photo copies, markers, chalk)
- Faculty and staff computers, equipment, and general non-program-specific software

##### **3.2.2. Curricular Fees**

A curricular fee is charged to support curricular needs in the department, college, or school. This fee funds short-term and long-term needs for the purpose of instructing students, including technology, broadly shared materials and equipment, and other expenses relevant to multiple courses in a program. A curricular fee can be assessed as a per-credit-hour fee or predetermined

flat fee. Curricular fees may be approved and implemented if they meet any of the following conditions:

- Expendable curricular costs (e.g., computer hardware and software, networking components, cameras, projectors and recorders, maintenance fees, sound equipment, musical instruments, laboratory equipment, gross anatomy program support)
- Personnel costs associated with curriculum support (e.g., technical staff support and training course development)
- Student progress assessments, clinical or practical skills assessments, and standardized patient costs
- Supplemental instruction programs
- Support of program research requirements and student travel to present research
- Medical education computer support including provision of tutorial and standardized patient computer interfaces (HSC only)
- Develop, install, and maintain technology capabilities in lecture halls and classrooms

Curricular fees may not be used to fund any of the following costs:

- The cost of any instructor of record or assistants
- Administrative equipment and supplies
- Faculty and staff computers, equipment, and general non-program-specific software
- Equipment not used by or accessible to students
- Facility remodeling other than for classrooms and instructional labs
- Regular classroom materials and supplies
- Scholarships (except for the Music Department)
- Travel costs for faculty and staff (except when related to program-specific field trips or HSC clinical experiences)

### **3.2.3. Payment of Course Fees**

Approved fees are collected by the University Cashier Department. Academic departments are not authorized to collect course fees directly from students. Course fees are refunded according to Section 5 of UAP 8215 (“Bursar’s Office Operations and Services”). Departmental requests to waive all or part of a course fee must be sent to the Bursar's Office and include a detailed justification.

### **3.2.4. Authorization to Assess Course Fees**

Assessment of course fees requires the approval of the Provost or the Chancellor. Requests for all course fees must be reviewed and approved by the appropriate dean or branch director prior to submission to the Provost or Chancellor, as applicable, for approval. Subsequent approvals are not required each semester unless a change in the fee, course title, or receiving index number occurs.

### **3.2.5. Publication of Course Fees**

All course fees, along with a brief rationale, must be published on the Bursar's Office website.

### **3.2.6. Review of Course Fees**

Colleges, schools, and departments must review course fees at least every two (2) years to ensure that expenses are allowable, reasonable, and timely. The Provost's Office or Chancellor will submit summary findings of these reviews annually to the Board of Regents.

### **3.2.7. Accountability to Students**

Students may submit a written request to the department, school, or college the fee resides under requesting accountability of course fees assessed. The request should state the specific fee and, in the case of class fees, the specific course number and semester. The department, school, or college will respond to the student with the information as soon as possible, but no later than sixty (60) days after receipt of the request.

### **3.2.8. Responsibility and Authority**

The Provost's Office or Chancellor is responsible for the following functions:

- Approving course fees
- Insuring publication of course fees on the Bursar's Office website

Reviewing course fees and reporting on course fees to the Board of Regents every two (2) years.



MEMORANDUM

TO: Associate Provost for Academic Affairs/Chancellor of Health Sciences  
Office of the Provost and EVP for Academic Affairs/VP for Health Sciences

DATE:

FROM: *(Enter: Dean, Executive Director)*  
*(Enter: School/College)*

RE: **Course Fee Proposal**

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Please answer the following questions and provide any additional documentation that will support this proposal.

- Is this course fee a curriculum or class fee (see policy UAP 8210)?
- Reason for the new/revised fee.
- Have you paid for the expense in the past? How?
- What impact on the students/enrollments will this new/revised fee have?
- How have you communicated the proposed fee to the students? Please explain your process and provide contact information for the college/school.

My signature below confirms that I have read UAP 8210 and understand its requirements (<http://policy.unm.edu/university-policies/8000/8210.html>) as it relates to class and curriculum fees. Course Fee Approval Form and appropriate back-up documentation are attached to this request. I also maintain that the uses of these class and curriculum fees are integral to our ability to provide a flagship-level education to our students.

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Dean/Executive Director Signature

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Printed Name

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Title

---

Date

**INSTRUCTIONS:**

For information regarding the creation of new fees as well as changes to existing fees can found in the UNM Policy 8210 available on the UNM Policy website <http://policy.unm.edu/university-policies/8000/8210.html>.

All requests for fee increases or new fees must be fully justified financially by matching projected fee revenues to the purposes specified. Examples and blank budget forms are provided on the attached sheet. If fees will be used for repair or replacement of equipment please attach a depreciation schedule found on the Provost Office website <http://www.unm.edu/~acadaffr/budget-planning/course-fees.html>. Feel free to modify or use additional budget forms as necessary.

<b>Deadlines for receipt of requests:</b>	
Spring	First week of September
Summer	Last week of February
Fall	Last week of February

<b>Please identify: Class Fee or Curriculum Fee (see 8210 policy)</b>					<b>Dept. Contact Person:</b>					
<b>Department:</b>			<b>Mail Stop Code:</b>		<b>Email:</b>					
<b>Index Number:</b>			<b>Program Code:</b>		<b>Telephone Number:</b>					
Subject Code & Course Number	Does fee apply to all sections?	If fee is section specific, provide section #	Course Title	Effective Term	End Term (If applicable)	If cross-listed, will equal fees be assessed for all courses in the cross-list?	Current Course Fee	New/ Revised Course Fee	Index/account code (10 digits)-	Detail Code (Bursar's use only)

<b>REQUIRED APPROVAL SIGNATURES</b>		
Chair _____ _/ _/ _	Dean / Director _____ _/ _/ _	<b>Approved</b> _____ _/ _/ _ Provost for Academic Affairs
Chair (if cross-listed) _____ _/ _/ _	Dean / Director (if cross-listed) _____ _/ _/ _	<b>FOR BURSAR'S OFFICE ONLY</b> Processed By _____ _/ _/ _
Chair (if cross-listed) _____ _/ _/ _	Dean / Director (if cross-listed) _____ _/ _/ _	<b>FOR OFFICE OF THE REGISTRAR ONLY</b> Processed By _____ _/ _/ _

**Sample course fee budget per student**  
**Art Studio 100**

Proposed fee		30.00
Description	Drawing materials	
Projected expenses		
	5 pencils @ 2.00/ea	10.00
	4 drawing tablets @ 5.00/ea.	20.00
Total projected expenses per student		30.00

**Sample course fee budget per section**  
**Biology 100**

Proposed fee		20.00
Description	Lab supplies and equipment	
Projected enrollment		25
Projected revenue		500.00
Projected expenses		
	500 microscope slides (10/student)	100.00
	2 microscopes (1/10 <sup>th</sup> of cost of \$1,000 @ 10 yr. replacement cycle)	200.00
	Cultures	200.00
Total projected expenses per section		500.00

<b><i>Course fee budget</i></b>		
<b>Section:</b>		
	Description	Amount
Proposed fee		
Projected enrollment		
Projected revenue		
Projected expenses		
Total projected expenses		

<b><i>Course fee budget</i></b>		
<b>Section:</b>		
	Description	Amount
Proposed fee		
Projected enrollment		
Projected revenue		
Projected expenses		
Total projected expenses		

<b><i>Course fee budget</i></b>		
<b>Section:</b>		
	Description	Amount
Proposed fee		
Projected enrollment		
Projected revenue		
Projected expenses		
Total projected expenses		

<b><i>Course fee budget</i></b>		
<b>Section:</b>		
	Description	Amount
Proposed fee		
Projected enrollment		
Projected revenue		
Projected expenses		
Total projected expenses		

**Academic Course Fee Review  
Fiscal Year 2015 and Fiscal Year 2016**

**College of Arts and Sciences**  
**College of Education**  
**School of Engineering**  
**School of Architecture and Planning**  
**College of University Libraries and Learning Sciences**

School/College:	Summary of Main Campus Units (listed above)	
	FY15- Actuals	FY16- Actuals
<b>REVENUE</b>		
OA2 - Student Fees	\$ 2,216,901	\$ 2,215,825
OA5 - Sales & Services	\$ 12,085	\$ 9,767
OA6 - Other Operating Revenue	\$ 68,325	\$ 58,549
OS1 - Transfers	\$ -	\$ -
1100- Transfer to I&G	\$ -	\$ -
1120- Transfer from I&G	\$ -	\$ -
1160- Transfer to Student Social Cultural	\$ -	\$ -
11A0 - Transfer to Research	\$ (7,458)	\$ (3,268)
11C0 - Transfer From Research	\$ -	\$ 2,640
11E0 - Transfer to Public Service	\$ -	\$ (6,280)
11F0 - Transfer From Public Service	\$ 17,040	\$ -
11H0- Transfer to Internal Services Gen	\$ -	\$ (447)
11P0- Transfer to Auxiliaries Gen	\$ -	\$ (3,180)
1240 - Transfer To Plant Fund Minor	\$ (650,782)	\$ (437,653)
1260 - Transfer from Plant Fund Minor	\$ 5,116	\$ 14,809
12C0 - Transfer to Renewal Replacement	\$ (27,968)	\$ -
OV1 - Allocations	\$ (47,638)	\$ (32,528)
OZ1 - Reserves	\$ 1,083,554	\$ 677,017
<b>TOTAL REVENUE</b>	<b>\$ 2,669,175</b>	<b>\$ 2,495,251</b>
<b>EXPENSES</b>		
OF1 - Salaries	\$ 182,122	\$ 198,398
OG1 - Payroll Benefits	\$ 25,780	\$ 39,573
OJ1 - Supplies	\$ 1,135,128	\$ 976,510
OJ2 - Travel	\$ 112,605	\$ 53,569
OJ3 - Student Costs	\$ 5,924	\$ 4,632
OJ4 - Research Costs	\$ 1,705	\$ -
OJ6 - Communication Charges	\$ 21,490	\$ 39,873
OJ7 - Services	\$ 163,035	\$ 132,036
OJ8 - Plant Maintenance	\$ 204,888	\$ 188,358
OJ9 - Utilities	\$ -	\$ -
OJA - Other Expense	\$ 27,444	\$ 29,739
OM1 - Capital Expenditures	\$ 108,114	\$ 152,280
<b>TOTAL EXPENSE</b>	<b>\$ 1,988,235</b>	<b>\$ 1,814,969</b>
<b>RESERVES</b>	<b>\$ 680,940</b>	<b>\$ 680,282</b>

**Review of Course Fees  
Fiscal Year 2015 and Fiscal Year 2016**

School/College:	College of Arts & Sciences	
	FY15- Actuals	FY16- Actuals
<b>REVENUE</b>		
OA2 - Student Fees	\$ 1,054,899	\$ 1,063,200
OA5 - Sales & Services	3,279	4,204
OA6 - Other Operating Revenue	16,250	-
OS1 - Transfers		
1100- Transfer to I&G	-	-
1120- Transfer from I&G	-	-
1160- Transfer to Student Social Cultural	-	-
11A0 - Transfer to Research	(204)	(3,268)
11C0 - Transfer From Research	-	2,640
11E0 - Transfer to Public Service	-	-
11F0 - Transfer From Public Service	540	-
11H0- Transfer to Internal Services Gen	-	(447)
11P0- Transfer to Auxiliaries Gen	-	-
1240 - Transfer To Plant Fund Minor	(26,943)	(145,901)
1260 - Transfer from Plant Fund Minor	-	6,596
12C0 - Transfer to Renewal Replacement	(27,968)	-
OV1 - Allocations	(56,140)	(32,528)
OZ1 - Reserves	272,330	332,376
<b>TOTAL REVENUE</b>	<b>\$ 1,236,043</b>	<b>\$ 1,226,871</b>
<b>EXPENSES</b>		
OF1 - Salaries	\$ 58,896	\$ 112,437
OG1 - Payroll Benefits	19,379	37,256
OJ1 - Supplies	487,886	518,941
OJ2 - Travel	72,104	40,399
OJ3 - Student Costs	2,808	3,830
OJ4 - Research Costs	1,705	-
OJ6 - Communication Charges	18,611	995
OJ7 - Services	95,374	52,021
OJ8 - Plant Maintenance	98,976	52,536
OJ9 - Utilities	-	-
OJA - Other Expense	12,816	12,093
OM1 - Capital Expenditures	31,190	56,053
<b>TOTAL EXPENSE</b>	<b>\$ 899,745</b>	<b>\$ 886,562</b>
<b>RESERVES</b>	<b>\$ 336,298</b>	<b>\$ 340,309</b>

**Comments:**

The balance in excess of 10% is consistent with previous fiscal years in the College. In addition to consistent expenditures; course fees are also used to fund lab equipment, computers, audio/video equipment, etc. Purchases of this nature are not annual expenses and often occur over a longer period of time. Computers/audio/video equipment is replaced over a period of 3-7 years depending upon technology and the rate at which the equipment becomes obsolete for supporting student education. Material balances in excess of 10% reside in departments such as Physics, Language Learning Center, Communication and Journalism, Geography, and Chemistry. These departments all have technology intensive needs and balances are necessary to plan appropriately for replacement of aging equipment. In addition to regular replacement of lab equipment, software, and audio visual equipment, the departments must have balances sufficient to respond to any unexpected repairs that may arise during the year.

**Review of Course Fees**  
**Fiscal Year 2015 and Fiscal Year 2016**

School/College:	College of Education	
	FY15 - Actuals	FY16 - Actuals
<b>REVENUE</b>		
OA2 - Student Fees	\$ 357,440	\$ 331,135
OA5 - Sales & Services	-	916
OA6 - Other Operating Revenue	-	-
OS1 - Transfers		
1100- Transfer to I&G	-	-
1120- Transfer from I&G	-	-
1160- Transfer to Student Social Cultural	-	-
11A0 - Transfer to Research	-	-
11C0 - Transfer From Research	-	-
11E0 - Transfer to Public Service	-	-
11F0 - Transfer From Public Service	-	-
11H0- Transfer to Internal Services Gen	-	-
11P0- Transfer to Auxiliaries Gen	-	(3,180)
1240 - Transfer To Plant Fund Minor	-	(100,902)
1260 - Transfer from Plant Fund Minor	5,116	5,116
12C0 - Transfer to Renewal Replacement	-	-
OV1 - Allocations	502	-
OZ1 - Reserves	129,281	156,871
<b>TOTAL REVENUE</b>	<b>\$ 492,339</b>	<b>\$ 389,956</b>
<b>EXPENSES</b>		
OF1 - Salaries	\$ 54,378	\$ 44,175
OG1 - Payroll Benefits	3,314	355
OJ1 - Supplies	119,462	77,707
OJ2 - Travel	-	1,109
OJ3 - Student Costs	747	50
OJ4 - Research Costs	-	-
OJ6 - Communication Charges	2,549	-
OJ7 - Services	48,225	45,851
OJ8 - Plant Maintenance	97,990	112,935
OJ9 - Utilities	-	-
OJA - Other Expense	4,341	3,741
OM1 - Capital Expenditures	4,462	-
<b>TOTAL EXPENSE</b>	<b>\$ 335,467</b>	<b>\$ 285,923</b>
<b>RESERVES</b>	<b>\$ 156,871</b>	<b>\$ 104,034</b>

**Comments:**

Reserve balance had been planned to be used for replacement of computer lab equipment and necessary software licenses at the beginning of FY17. The reserve balance will be transferred to the plant account holding index until these purchase can be made. Reserves will also be used for Tk20 Portfolio Management and Assessment Registration system invoices for current students.

**Review of Course Fees**  
**Fiscal Year 2015 and Fiscal Year 2016**

School/College:	School of Engineering	
	FY15- Actuals	FY16- Actuals
<b>REVENUE</b>		
OA2 - Student Fees	\$ 588,550	\$ 607,272
OA5 - Sales & Services	-	-
OA6 - Other Operating Revenue	-	-
OS1 - Transfers		
1100- Transfer to I&G	-	-
1120- Transfer from I&G	-	-
1160- Transfer to Student Social Cultural	-	-
11A0 - Transfer to Research	(7,254)	-
11C0 - Transfer From Research	-	-
11E0 - Transfer to Public Service	-	-
11F0 - Transfer From Public Service	-	-
11H0- Transfer to Internal Services Gen	-	-
11N0- Transfer from Student Aid Gen	-	-
1240 - Transfer To Plant Fund Minor	(500,139)	(141,420)
1260 - Transfer from Plant Fund Minor	-	-
12C0 - Transfer to Renewal Replacement	-	-
OV1 - Allocations	-	-
OZ1 - Reserves	608,797	186,828
<b>TOTAL REVENUE</b>	<b>\$ 689,954</b>	<b>\$ 652,680</b>
<b>EXPENSES</b>		
OF1 - Salaries	\$ -	\$ -
OG1 - Payroll Benefits	(77)	-
OJ1 - Supplies	401,091	265,892
OJ2 - Travel	5,823	7,752
OJ3 - Student Costs	2,368	752
OJ4 - Research Costs	-	-
OJ6 - Communication Charges	-	38,576
OJ7 - Services	10,197	22,282
OJ8 - Plant Maintenance	3,848	9,673
OJ9 - Utilities	-	-
OJA - Other Expense	7,413	6,671
OM1 - Capital Expenditures	72,462	96,227
<b>TOTAL EXPENSE</b>	<b>\$ 503,126</b>	<b>\$ 447,825</b>
<b>RESERVES</b>	<b>\$ 186,828</b>	<b>\$ 204,855</b>

**Comments:**

Reserves will be used to upgrade equipment in the engineering teaching labs in order to maintain ABET accreditation. Because departmental needs are variable and unpredictable, a centralized reserve is maintained at the school level.

**Review of Course Fees**  
**Fiscal Year 2015 and Fiscal Year 2016**

School/College:	School of Architecture and Planning	
	FY15- Actuals	FY16- Actuals
<b>REVENUE</b>		
OA2 - Student Fees	\$ 216,012	\$ 214,218
OA5 - Sales & Services	8,806	4,647
OA6 - Other Operating Revenue	52,075	58,549
OS1 - Transfers		
1100- Transfer to I&G	-	-
1120- Transfer from I&G	-	-
1160- Transfer to Student Social Cultural	-	-
11A0 - Transfer to Research	-	-
11C0 - Transfer From Research	-	-
11E0 - Transfer to Public Service	-	(6,280)
11F0 - Transfer From Public Service	16,500	-
11H0- Transfer to Internal Services Gen	-	-
11N0- Transfer from Student Aid Gen	-	-
1240 - Transfer To Plant Fund Minor	(123,700)	(49,430)
1260 - Transfer from Plant Fund Minor	-	3,097
12C0 - Transfer to Renewal Replacement	-	-
OV1 - Allocations	8,000	-
OZ1 - Reserves	73,146	943
<b>TOTAL REVENUE</b>	<b>\$ 250,839</b>	<b>\$ 225,744</b>
<b>EXPENSES</b>		
OF1 - Salaries	\$ 68,848	\$ 41,785
OG1 - Payroll Benefits	3,164	1,963
OJ1 - Supplies	126,690	113,971
OJ2 - Travel	34,678	4,309
OJ3 - Student Costs	-	-
OJ4 - Research Costs	-	-
OJ6 - Communication Charges	330	303
OJ7 - Services	9,239	11,883
OJ8 - Plant Maintenance	4,074	13,214
OJ9 - Utilities	-	-
OJA - Other Expense	2,875	7,234
OM1 - Capital Expenditures	-	-
<b>TOTAL EXPENSE</b>	<b>\$ 249,897</b>	<b>\$ 194,660</b>
<b>RESERVES</b>	<b>\$ 943</b>	<b>\$ 31,084</b>

**Comments:**

Reserves will be used to upgrade equipment in the fabrications lab and computer lab. Generally, these reserves are moved to plant accounts until renewals are needed, which can vary year to year depending on the needs of the labs. Given the decrease in student enrollments transfers to plant accounts were delayed until FY17 in order to ensure enough funding remained to cover the current year's course fee related expenses.

**Review of Course Fees**  
**Fiscal Year 2015 and Fiscal Year 2016**

School/College:	University Libraries and Learning Sciences	
	FY15- Actuals	FY16- Actuals
<b>REVENUE</b>		
OA2 - Student Fees (1)	\$ -	\$ -
OA5 - Sales & Services	-	-
OA6 - Other Operating Revenue	-	-
OS1 - Transfers		
1100- Transfer to I&G	-	-
1120- Transfer from I&G	-	-
1160- Transfer to Student Social Cultural	-	-
11A0 - Transfer to Research	-	-
11C0 - Transfer From Research	-	-
11E0 - Transfer to Public Service	-	-
11F0 - Transfer From Public Service	-	-
11H0- Transfer to Internal Services Gen	-	-
11N0- Transfer from Student Aid Gen	-	-
1240 - Transfer To Plant Fund Minor	-	-
1260 - Transfer from Plant Fund Minor	-	-
12C0 - Transfer to Renewal Replacement	-	-
OV1 - Allocations	-	-
OZ1 - Reserves	-	-
<b>TOTAL REVENUE</b>	<b>\$ -</b>	<b>\$ -</b>
<b>EXPENSES</b>		
OF1 - Salaries	\$ -	\$ -
OG1 - Payroll Benefits	-	-
OJ1 - Supplies	-	-
OJ2 - Travel	-	-
OJ3 - Student Costs	-	-
OJ4 - Research Costs	-	-
OJ6 - Communication Charges	-	-
OJ7 - Services	-	-
OJ8 - Plant Maintenance	-	-
OJ9 - Utilities	-	-
OJA - Other Expense	-	-
OM1 - Capital Expenditures	-	-
<b>TOTAL EXPENSE</b>	<b>\$ -</b>	<b>\$ -</b>
<b>RESERVES</b>	<b>\$ -</b>	<b>\$ -</b>

(1) University Libraries does not collect course fees on any of their programs.

**Review of Course Fees**  
**Fiscal Year 2015 and Fiscal Year 2016**
**School/College:**
**Los Alamos Branch Campus**

	<b>FY15- Actuals</b>	<b>FY16- Actuals</b>
<b>REVENUE</b>		
OA2 - Student Fees	\$ 125,905	\$ 168,202
OA5 - Sales & Services	-	-
OA6 - Other Operating Revenue	-	-
OS1 - Transfers		
1100- Transfer to I&G	-	-
1120- Transfer from I&G	-	-
1160- Transfer to Student Social Cultural	-	-
11A0 - Transfer to Research	-	-
11C0 - Transfer From Research	-	-
11E0 - Transfer to Public Service	-	-
11F0 - Transfer From Public Service	-	-
11H0- Transfer to Internal Services Gen	-	-
11N0- Transfer from Student Aid Gen	-	-
1240 - Transfer To Plant Fund Minor	-	-
1260 - Transfer from Plant Fund Minor	-	-
12C0 - Transfer to Renewal Replacement	-	-
OV1 - Allocations	-	-
OZ1 - Reserves	-	-
<b>TOTAL REVENUE</b>	<b>\$ 125,905</b>	<b>\$ 168,202</b>
<b>EXPENSES</b>		
OF1 - Salaries	\$ 102,805	\$ 117,459
OG1 - Payroll Benefits	18,584	21,242
OJ1 - Supplies	4,516	29,501
OJ2 - Travel	-	-
OJ3 - Student Costs	-	-
OJ4 - Research Costs	-	-
OJ6 - Communication Charges	-	-
OJ7 - Services	-	-
OJ8 - Plant Maintenance	-	-
OJ9 - Utilities	-	-
OJA - Other Expense	-	-
OM1 - Capital Expenditures	-	-
<b>TOTAL EXPENSE</b>	<b>\$ 125,905</b>	<b>\$ 168,202</b>
<b>RESERVES</b>	<b>\$ -</b>	<b>\$ -</b>

**Review of Course Fees**  
**Fiscal Year 2015 and Fiscal Year 2016**
**School/College:**
**Valencia Branch Campus**

	<b>FY15- Actuals</b>	<b>FY16- Actuals</b>
<b>REVENUE</b>		
OA2 - Student Fees	\$ 51,722	\$ 46,619
OA5 - Sales & Services	-	-
OA6 - Other Operating Revenue	-	-
OS1 - Transfers		
1100- Transfer to I&G	-	-
1120- Transfer from I&G	-	-
1160- Transfer to Student Social Cultural	-	-
11A0 - Transfer to Research	-	-
11C0 - Transfer From Research	-	-
11E0 - Transfer to Public Service	-	-
11F0 - Transfer From Public Service	-	-
11H0- Transfer to Internal Services Gen	-	-
11N0- Transfer from Student Aid Gen	-	-
1240 - Transfer To Plant Fund Minor	-	-
1260 - Transfer from Plant Fund Minor	-	-
12C0 - Transfer to Renewal Replacement	-	-
OV1 - Allocations	-	-
OZ1 - Reserves	-	-
<b>TOTAL REVENUE</b>	<b>\$ 51,722</b>	<b>\$ 46,619</b>
<b>EXPENSES</b>		
OF1 - Salaries	-	-
OG1 - Payroll Benefits	-	-
OJ1 - Supplies	-	-
OJ2 - Travel	-	-
OJ3 - Student Costs	-	-
OJ4 - Research Costs	-	-
OJ6 - Communication Charges	-	-
OJ7 - Services	-	-
OJ8 - Plant Maintenance	-	-
OJ9 - Utilities	-	-
OJA - Other Expense	51,722	46,619
OM1 - Capital Expenditures	-	-
<b>TOTAL EXPENSE</b>	<b>\$ 51,722</b>	<b>\$ 46,619</b>
<b>RESERVES</b>	<b>\$ -</b>	<b>\$ -</b>



# UNM EXTENDED LEARNING

## New Online Program Model Initiative

Why is this important?

How will this model differ from conventional degree programs?

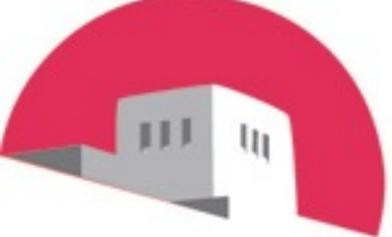
What has been done to date?

What is next?

presented by

Dr. Monica Orozco

Vice Provost, Extended Learning



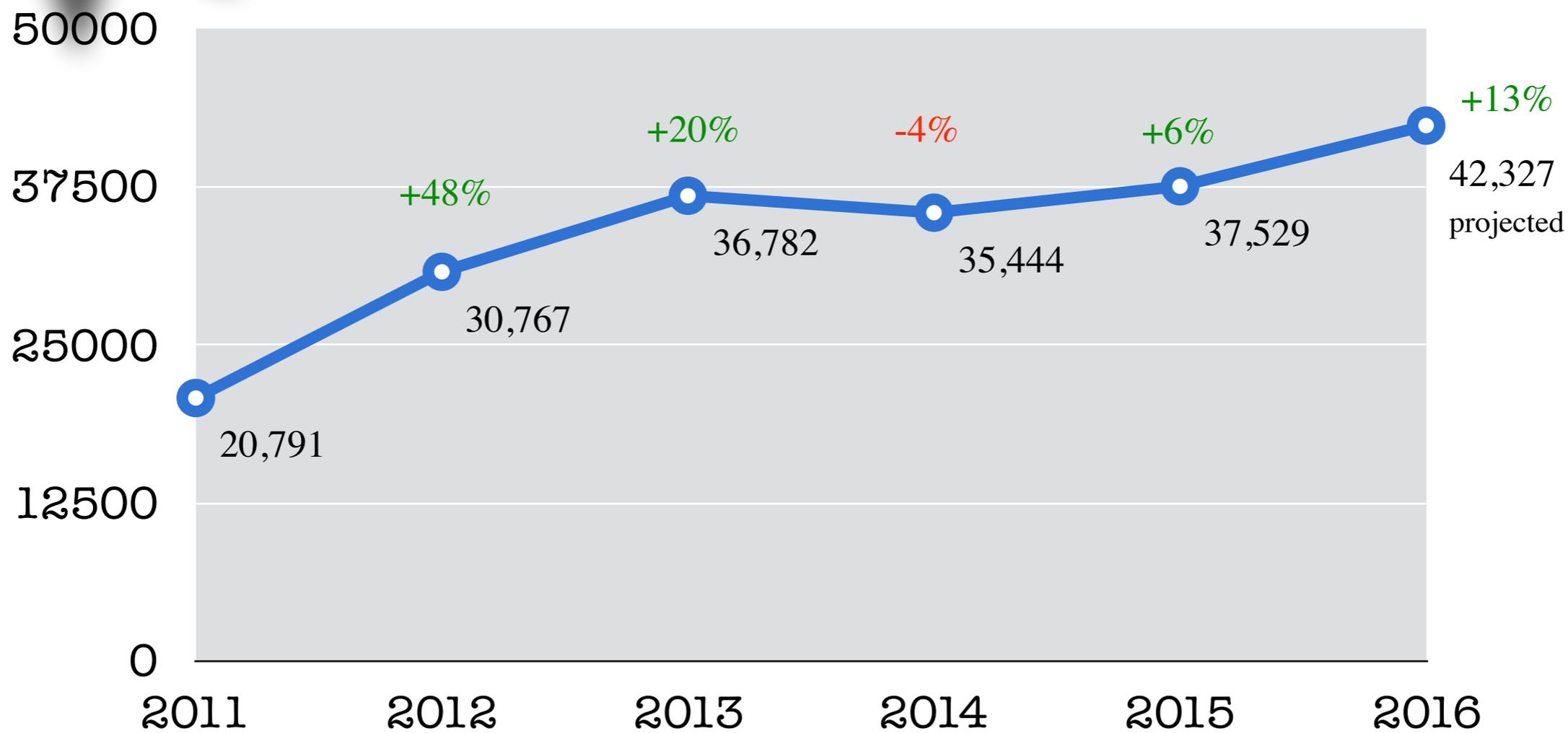
## Why is this important?

- As traditional campus enrollments flatten or decline, demand for non-traditional, online options continues to increase
- Online courses at UNM often have significant waitlists
- UNM's online programs were not originally designed to compete in today's saturated market
- Revision of funding model for online courses (2012) diminished academic units' enthusiasm for online course development



2011-2015 change  
**+81%**

## Extended University fall sch trend





## How will this model differ from conventional degree programs?

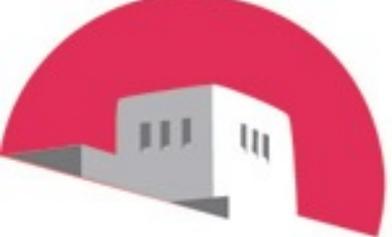
- Designed specifically for non-traditional student market
- Students apply for online program and do not take any traditional, campus courses
- Focused, digital marketing campaigns and high student service levels required for success in this market



## New Online Program Model Template

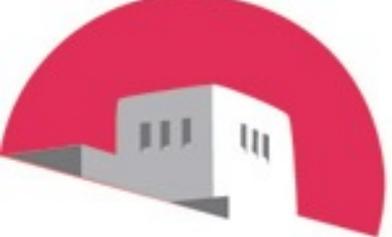
	Fall		Spring		Summer	Fall		
	1H	2H	1H	2H		1H	2H	
	Course A Course B	Course C Course D	Course E Course F	Course G Course H	Course I Course J	Course K Course L	Course A Course B	<b>\$96,000</b>
development	\$4000	\$4000	\$4000	\$4000	\$4000	\$4000		
instruction	\$8000	\$8000	\$8000	\$8000	\$8000	\$8000		
review	\$4000	\$4000	\$4000	\$4000	\$4000	\$4000		

- 2 courses each 8 week session
- 5 starts per year
- 36 credit hour major attainable in 6 sessions
- 8 week compatible core courses and minors
- instructional costs increase with prerequisites and corequisites

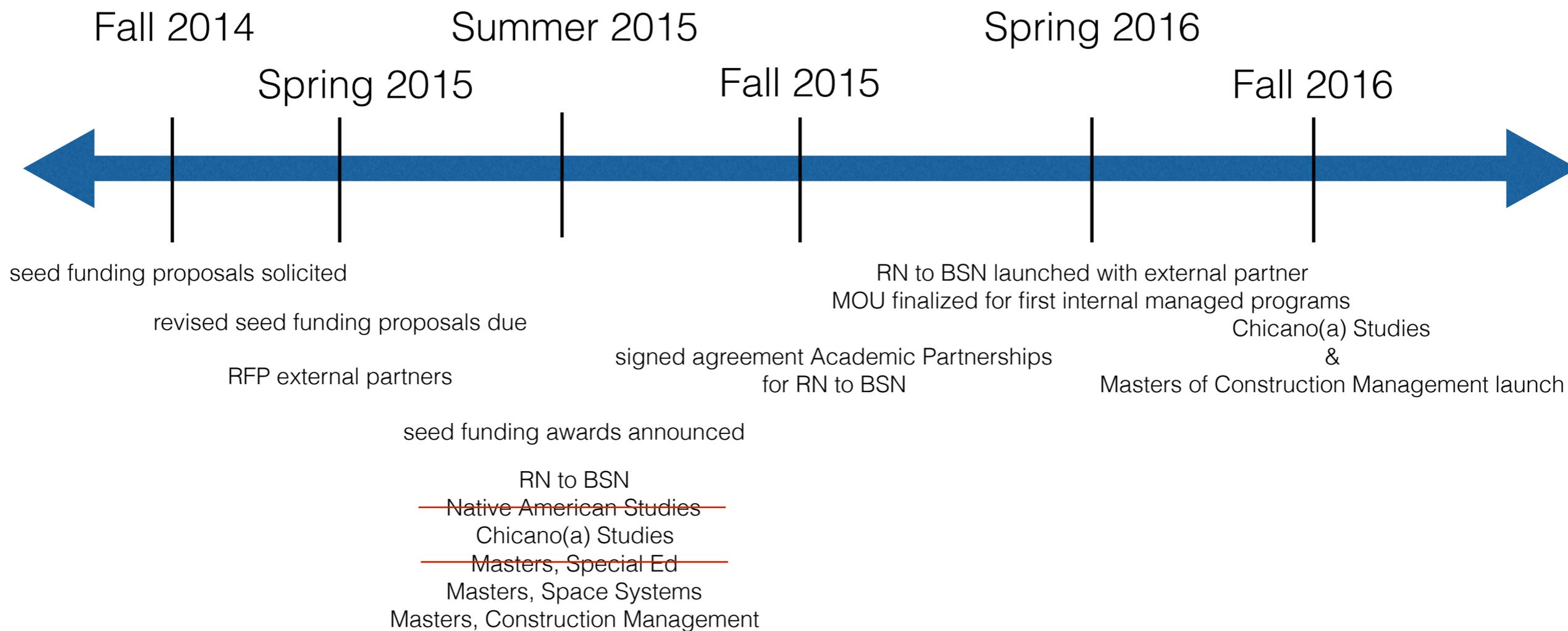


## What has been done to date?

- Investment reserves were developed by redirecting funds from older program initiatives
- Reserves are being used to offer seed funding for online program development conforming to the new model template
- \$100k is provided to cover initial year program expenses
- Revenue sharing agreements allow for ongoing program sustainability
- The new model provides learner flexibility and maximizes instructional efficiencies
- First awards were made in summer of 2015



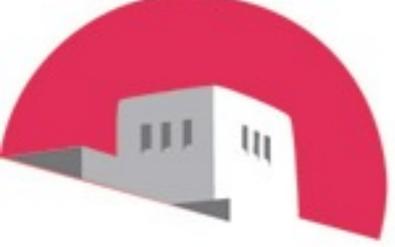
## New Online Program Initiative Timeline





## What is next?

- Bachelor, Psychology (Fall 2017)
  - Bachelor, Business Administration (Fall 2017)
  - Master, Chief Learning Officer (Fall 2017)
  - Master, Computer Engineering (Spring 2018)
  - Master, Space Systems Engineering (Spring 2018)
- ☆ Core courses and minors also in development



# UNM EXTENDED LEARNING

Dr. Monica Orozco  
Vice Provost, Extended Learning  
505.277.2215  
[orozcom@unm.edu](mailto:orozcom@unm.edu)

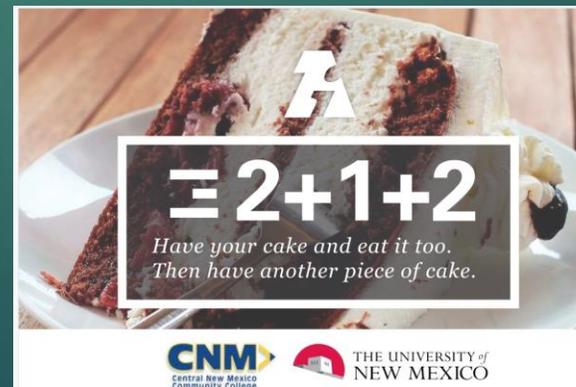


# innovationAcademy

UPDATE: JANUARY 2017

# Current Programs

- Internship Program
  - LAIS 311
- Collaborative Startup Project
  - LAIS 309
- Darwin International Institute for the Study of Compassion
- Disney College Program
- Lobo Labs
- 2+1+2
- Pitch Competitions





# *Let's turn your idea* INTO A **STARTUP!**

//

.....  
**CREATIVE STARTUPS WAS AMAZING.**

It was what gave us the  
focus, the fuel to get moving.

.....

Founder : Meow Wolf

//

[creativestartups.org/labs](https://creativestartups.org/labs)

# Funding

- ▶ New Mexico Gas Company \$200,000 gift



- ▶ Kellogg Foundation \$250,000 grant



- ▶ Mayor's Prize for Entrepreneurship \$50,000 grant



- ▶ Nusenda Foundation \$11,000 grant



- ▶ Pending: NSF, Living Cities, APLU



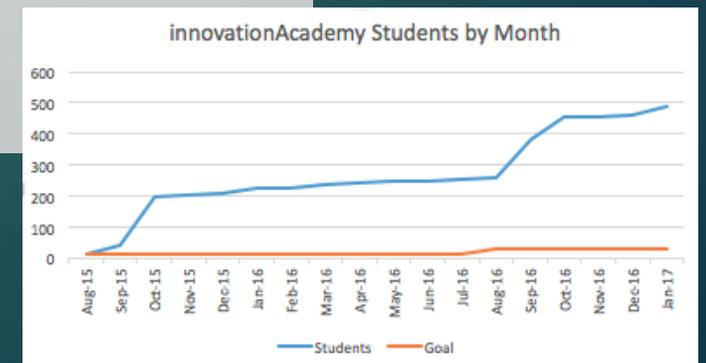
# UNM innovationAcademy Program Data

RBA Performance Measures	Spring 2016	Fall 2016	Spring 2017
# of iA Students	283	382	448
# of degrees/certificates attained	TBD	TBD	TBD

Additional Key Performance Measures	Spring 2016	Fall 2016	Spring 2017
iA Affiliated Courses	123	142	144
Faculty Involved	156	174	180
Students enrolled in affiliate courses	2200	2700	2900

### Additional Program Progress Information:

- Exceeded SY15-16 enrollment goal by 2,990%
- >50% female, >50% students of color, >65% first generation college students
- Students represent 39 different majors
- 350 attendees to the 12-week Start Up School
- Pitch Competitions had over 120 companies/groups and over \$35,000 in prize money
- 3 student companies have acquired venture capital and have launched
- Downtown facility under construction – Opening August 2017
- 6-credit accelerator program with Creative Startups launching August 2017
- 2+1+2 Associates to MBA pathway launched Fall 2016



# Outcome Metrics

- ▶ # of companies established
  - ▶ Business Registrations/Licenses
- ▶ # startups with funding
- ▶ Learning Outcomes Assessment
  - ▶ APLU Rubrics for: Critical Thinking, Creativity, Teamwork
- ▶ COLLECTION BEGINS END SPRING 2017